

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
May 19, 2022 7:00 P.M.**

**VIA CONFERENCE CALL: Dial In: 1-888-482-9769; Access Code 4493305#  
OR  
IN PERSON**

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

**FLAG SALUTE:** Led by Deputy Mayor Forsyth

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

Absent: Mayor Doyle

Also Present: Deputy Township Clerk DeGood and Township Attorney Mark 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**

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

**MOTION TO CLOSE PUBLIC COMMENT**

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

**REVIEW OF CORRESPONDENCE**

1. New Jersey FY2023 DOT grant program – Engineer Hirsh noted we previously discussed Stewart Road and would like to decide by next meeting. He stated awards are typically around 200,000 and the application is due July 1<sup>st</sup>. Committeeman O'Donnell noted Clerk Picariello had talked to Upper Freehold and expects an answer next week. Committeeman DeBaecke noted an area on Jacobstown-Arneytown Road. Engineer Hirsh stated he would look at the Road map.

**ENGINEER'S REPORT**

Engineer Hirsh reported he was still awaiting the top soil and seeding of the new parking lot area. He stated the Meany Road project was completed. He noted the annual stormwater report was completed. He reported Phase IV on Schoolhouse Road was still awaiting approval from the NJDOT. Engineer Hirsh noted he was prepared for a draft ordinance with regards to Meany Road and Route 528 for next meeting. He also stated Crosswicks-Ellisdale from Extonville Road to Provinceline speed limit needs to be reduced.

**DEPARTMENT REPORTS FOR APRIL 2022**

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

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeBaecke	<b>X</b>		<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>
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**MINUTES FOR APPROVAL**

- May 5, 2022 – Regular Meeting

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>

**BILLS AND CLAIMS FOR APPROVAL**

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeBaecke		<b>X</b>	<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>

**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.

2022-83            Resolution Appointing a Risk Management Consultant – Burlington County Municipal Joint Insurance Fund

**RESOLUTION 2022–83  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT  
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Governing Body of North Hanover Township is a member of the Burlington County Municipal Joint Insurance Fund, a self-insurance pooling fund; and

**WHEREAS**, the Bylaws of said Fund allow each municipality to appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

**WHEREAS**, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment with expenditure represents reasonable compensation for the services required; and

**WHEREAS**, Barclay Insurance Group has agreed to a fee not to exceed three- and one-half percent (3.5%) of the municipal assessment and was included in the cost considered by the governing body; and

**WHEREAS**, N.J.S.A. 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

**WHEREAS**, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultants are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

**NOW THEREFORE, BE IT RESOLVED** that the Governing Body of North Hanover Township does hereby appoint Steve Walsh of Barclay Insurance Group as its Risk Management Consultant in accordance with 40A:11-5; and

**BE IT FURTHER RESOLVED** that the Governing Body is hereby authorized and directed to execute the Consultant’s Agreement annexed hereto and to cause a notice of this decision be published according to N.J.S.A. 40A:11-5(1), (a), (1).

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeBaecke	<b>X</b>		<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>

**RESOLUTION 2022-84  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**A RESOLUTION AMENDING RESOLUTION 2022-81 ENTITLED “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:

		<b>PER ANNUM</b>
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	58,560.46
Robert Duff	Officer in Charge	84,289.05
Alexandra Degood	COAH Administrative Agent/Liaison	
	Const Tech Asst/JLUB/Zoning Secy	33,832.73
Mary Picariello	Tax Collector	37,163.37
John Bruno Jr.	Chief Financial Officer	31,084.36
John Bruno, Jr.	Annual Financial Statement	7,000.00
Joseph Greene	Accounting Assistant/Treasurer	39,343.99
Donald Kosul	Tax Assessor	27,968.59
Jeffrey K. Jones	Construction Official	17,013.09
Jeffrey K. Jones	Building Inspector	13,345.28
Harry W. Case	Electrical Inspector	9,418.66
Christopher Rose	Plumbing Inspector	9,206.45
Doug Borgstrom	Fire Inspector	6,727.73
Gregory Huber	Fire Sub Code	1,171.65
Lewis Korngut	Municipal Judge	23,358.00
Rita Williams	Court Administrator	52,584.07
Vacant	Dpy Court Administrator	35,019.86
Susan Reilly	Police Clerk	36,928.58
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:

		<b>PER HOUR</b>
Lacey Smith	P/T Clerk Typist	13.00
Ellen Ganopoulos	P/T Court Recorder	15.16
Kelly Greene	Custodian	18.00
<b>Twan Berben</b>	<b>Custodian Supervisor</b>	<b>19.00</b>
<b>Effective 2/17/22</b>		
Carl Reynold	Laborer Waste Facility	16.13
John Farrell	Laborer Waste Facility	15.55
Troy Farrell	Laborer Waste Facility	15.38

James Sneddon	Laborer Waste Facility	15.07
Michael Zelinski	P/T Police Officer	20.00
Connor Boyle	P/T Police Officer	14.50
Robert Gancarz	Fire Official (including Inspector)	26.00
Alyssa Golembeski	EMT Supervisor	28.00
<b>Georgette Pagliocca</b>	<b>Emergency Medical Technician</b>	<b>20.00</b>
<b>Frank Angello</b>	<b>Emergency Medical Technician</b>	<b>20.00</b>
<b>Matthew Taylor</b>	<b>Emergency Medical Technician</b>	<b>20.00</b>
Harry Zielinski	Per Diem EMT	18.00
James Hill	Per Diem EMT	18.00
Stephen Kynik	Per Diem EMT	18.00
Jason Faas	Per Diem EMT	18.00
Kara Eckelburg	Per Diem EMT	18.00
Elliot Anderson	Per Diem EMT	18.00
Matthew Nathan	Per Diem EMT	18.00
Justin Riley	Per Diem EMT	18.00
Madilyn Newsom	Per Diem EMT	18.00
Christine Golembeski	Per Diem EMT	18.00
Ariana Roberts	Per Diem EMT	18.00
Martin Scozzaro	Per Diem EMT	18.00
Raymond Zirilli III	Summer Recreation	
	Director/Bus Driver/Teacher	37.00
Courtney Gauze	Summer Recreation Nurse	25.00
Jennifer Bucko	Summer Recreation Teacher	20.00
Kelci O'Dell	Summer Recreation Jr. Counselor	15.00
Andrew DeLara	Summer Recreation Jr. counselor	15.00

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:

		<b>PER SESSION OR MEETING</b>
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, 2022 for employees on the payroll on January 1, 2022. All employees appointed to a position after January 1, 2022 shall have the salary or wage effective the date of hire or appointment.

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

**NON-CONSENT AGENDA**

2022-85 Resolution Accepting Quote from Cold Springs Capital

**RESOLUTION 2022-85  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM COLD SPRINGS CAPITAL**

**WHEREAS**, the Township of North Hanover desires to power wash the Township Municipal Building, Green Acres Park Tennis Courts and Basketball Courts located on Schoolhouse Road 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 Cold Springs Capital , for power washing services located on Schoolhouse Road in the North Hanover Township for an amount not to exceed \$2,055.00

**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	X		X			
Deputy Mayor Forsyth		X	X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor Doyle						X

2022-86 Resolution Accepting Quote from Neuls Tree Service

**RESOLUTION 2022-86  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM NEULS TREE SERVICE**

**WHEREAS**, the Township of North Hanover desires to trim and/or remove tree's on Stewart Road 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 trimming and/or removal located on Stewart Road in the North Hanover Township for an amount not to exceed \$1,800.00

**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	X		X			
Deputy Mayor Forsyth			X			
Committeeman Kocubinski			X			
Committeeman O'Donnell		X	X			
Mayor Doyle						X

2022-87 Resolution Accepting Quote from Highway Equipment Company of New Jersey, Inc.

**RESOLUTION 2022-87  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM HIGHWAY EQUIPMENT COMPANY  
OF NEW JERSEY INC.**

**WHEREAS**, the Township of North Hanover desires to purchase a Harley Rake for maintenance of Township of North Hanover recreation fields; 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 Highway Equipment Company of New Jersey Incorporated; 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 Highway Equipment Company of New Jersey Inc. , for purchase of a Land Pride PR1660 Harley Rake for the maintenance of North Hanover Township’s recreation fields for an amount not to exceed \$12,825.00

**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>		<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>

**DISCUSSION**

There were no items for discussion.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman O’Donnell stated he received an email from the cemetery for their Memorial Day Ceremony and they were wondering what the head count would be. He expressed concerns over a conflict with their parade. Committeeman DeBaecke noted Alexandra would ascertain the hours so that a decision could be made. Committeeman O’Donnell would forward the email to Alexandra for follow-up.

Committeeman DeBaecke stated he was excited about Memorial Day and the pending ceremonies.

Deputy Mayor Forsyth stated he was looking forward to it also.

**PUBLIC PARTICIPATION**

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

Deputy Mayor Forsyth opened the meeting to the public.

Mr. Vito D’Amato – 4 Birch Court – He made inquiries regarding the 100-acre cluster Ordinance. Committeeman DeBaecke noted he was working on it; his best guess is 10-15 farms. Mr. D’Amato wanted to know what the Committee was doing concerning preservation. Committeeman DeBaecke noted he was working with the legislatures to get the funding formula changed to help make better offers. Mr. D’Amato inquired to the Committee’s expectations. Attorney Roselli stated the Committee was not at liberty to discuss. Engineer Hirsh reviewed the procedures for public comment at the JLUB meeting. Attorney Roselli explained why the Township Committee could not speak on the matter. He also explained the process of appealing a JLUB application.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman DeBaecke

Seconded By: Committeeman O’Donnell

**EXECUTIVE SESSION RESOLUTION**

2022-88 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 North Hanover Township/87SFS Contract Matter, Potential North Hanover Township/Burlington County Professional Firefighters Association IAFF Local 3091 Contract Matter, Contract Matter, Personnel and Litigation matters

**RESOLUTION 2022-88  
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 North Hanover Twp/87SFS Contract Matter, Potential North Hanover Township/Burlington County Professional Firefighters Association IAFF Local 3091 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 DeBaecke	X		X			
Deputy Mayor Forsyth			X			
Committeeman Kocubinski			X			
Committeeman O'Donnell		X	X			
Mayor Doyle						X

**MOTION TO ADJOURN TO ENTER INTO EXECUTIVE SESSION                      7:33pm**

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

*Respectively submitted,*

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