

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
AUGUST 18, 2022, 2022 7:00 P.M.**

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

**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 Mayor Forsyth  
Committeeman DeBaecke  
Committeeman Kocubinski  
Committeeman O'Donnell

Absent: None

Also Present: Township Clerk Picariello

**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 DeBaecke

Seconded By: Deputy Mayor Forsyth

**REVIEW OF CORRESPONDENCE**

1. North Hanover Summer Recreation – Clerk Picariello read the letter into the record. Director Zirilli thanked the Township Committee for their support of the program.

**ENGINEER’S REPORT**

Engineer Hirsh was not present this evening.

**DEPARTMENT REPORTS FOR JULY 2022**

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

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

**MINUTES FOR APPROVAL**

- June 16, 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	

• August 4, 2022 – Regular Meeting

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

• August 4, 2022 – Executive Session

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

**BILLS AND CLAIMS FOR APPROVAL**

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			

**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.

2022-125 Resolution Authorizing Refund of Overpayment of Taxes

**RESOLUTION 2022-125  
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 2022 taxes, in the amount of \$2,482.74 for Block 301 Lot 5.01 commonly known as 102 Chesterfield Arneytown Road and 2022 taxes in the amount of \$526.94 for Block 301 Lot 5.02 commonly known as 98 Chesterfield Arneytown Road to Title Evolution.

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			

2022-126 Resolution Accepting the Resignation of Kelly Greene

**RESOLUTION 2022-126  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION  
OF KELLY GREENE**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Kelly Greene, as Custodian for the Township of North Hanover effective August 17, 2022.

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

1. Personnel File Kelly Greene

2. Chief Financial Officer

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			

2022-127 Resolution Appointing Part-Time Custodian

**RESOLUTION 2022-127  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPOINTMENT OF PART-TIME CUSTODIAN**

**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.

**NOW THEREFORE BE IT RESOLVED**, that the following Officers, Appointees, and Employees are hereby appointed for their respective terms, as follows:

**Part-Time Custodian ~ Lacey Nicole Smith**

**Effective Date of Employment: 08/22/2022**

**BE IT FURTHER RESOLVED**, that the above-named position will be compensated at a rate of \$18.00 per hour, not to exceed 6 hours per week.

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			

2022-128 Resolution Accepting the Resignation of Adriana Roberts

**RESOLUTION 2022-128  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION  
OF ADRIANA ROBERTS**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Adriana Roberts, as a Per Diem Emergency Medical Technician for the Township of North Hanover effective August 20, 2022.

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

1. Personnel File Adriana Roberts
2. Chief Financial Officer
3. EMT Supervisor

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			

2022-129 Resolution Accepting the Resignation of Adriana Yenchik from the Recreation Advisory Committee

**RESOLUTION 2022-129  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION  
OF ADRIANA YENCHIK FROM THE RECREATION ADVISORY COMMITTEE**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Adriana Yenchik as a member of the Recreation Advisory Committee for the Township of North Hanover effective August 5, 2022.

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

1.Alexandra DeGood, Chair Recreation Advisory Committee

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>			

2022-130 Resolution Authorizing Refund of Overpayment of Taxes

**RESOLUTION 2022-130  
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 2022 taxes, in the amount of \$320.61 to DiPaola Thomas & Joyce, for Block 500 Lot 65 commonly known as Chesterfield-Sykesville road.

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>			

**NON-CONSENT AGENDA**

2022-131 Resolution Accepting the 2021 Municipal Audit

**RESOLUTION 2022-131  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**ACCEPTING THE 2021 MUNICIPAL AUDIT**

**WHEREAS**, N.J.S.A. 40:A5-4 requires the Governing Body of every local unit to have made an annual audit of its books, accounts and financial transaction, and

**WHEREAS**, the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the Governing Body, and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the Governing Body have reviewed, as a minimum, the sections of the annual audit entitled: General Comments and Recommendations; and

**WHEREAS**, the members of the Governing Body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled: Comments and Recommendations as evidenced by the group affidavit form of the Governing Body, and

**WHEREAS**, such Resolution of Certification shall be adopted by Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and, and

**WHEREAS**, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the promulgation’s of the Local Finance Board of the State of New Jersey may subject the members of the local Governing Body to the penalty provisions of R.S. 52:27BB-52 to wit: R.S. 52:27BB-52 – “A local officer or member of a local Governing Body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office”.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of North Hanover Township, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this Resolution and required affidavit to said Board to show evidence of said compliance.

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			

2022-132 Resolution Accepting Quote from Neul’s Tree Service

**RESOLUTION 2022-132  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM NEULS TREE SERVICE**

**WHEREAS**, the Township of North Hanover desires to remove tree’s located on Schoolhouse Road and in the Green Acres Park 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 Schoolhouse Road and Green Acres Park located in North Hanover Township for an amount not to exceed \$2,300.00

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

**DISCUSSION**

There were no discussion items this evening.

**TOWNSHIP COMMITTEE “COMMENTS”**

Deputy Mayor Forsyth noted the tree trimming on Stewart was recently completed. He noted they did a good job. He was hopeful it was safer for the traveling public.

Mayor Doyle noted summer went by quickly. He was pleased the camp and country fair went well. He extended his thoughts to Joe Hirsh whom was taking care of somethings this evening on the passing of his mother.

**PUBLIC PARTICIPATION**

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

Mayor Doyle opened the meeting to the public.

Ms. Nancy Morrow – 16 Patty Drive – Ms. Morrow complimented Twan Berben on his work at the Senior Center.

Tom DeSample – 886 Provinceline Road – Mr. DeSample inquired about the traffic study from last meeting and he wanted to continue the discussion. Clerk Picariello reminded Mr. DeSample that Engineer Hirsh stated he was going to put additional signage as a condition of the approval and he wanted to review additional reports. Clerk Picariello noted Engineer Hirsh would best be able to answer his additional questions at the next meeting.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman DeBaecke

Seconded By: Committeeman O’Donnell

**EXECUTIVE SESSION RESOLUTION**

2022-133 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 2022-133  
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.

**TABLED INDEFINITELY**

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>			

**MOTION TO ADJOURN**

**7:21 pm**

Proposed By: Committeeman DeBaecke

Seconded By: Deputy Mayor Forsyth

*Respectively submitted,*

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