

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
OCTOBER 6, 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 and 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”.

At this time, Mayor Doyle added Resolution 2022-148A to the non-consent agenda.

**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**

Clerk Picariello stated the Senior Citizen Club sent a Thank You note for the annual Senior Picnic.

**ENGINEER’S REPORT**

Engineer Hirsh noted he was working on compliance with the schedule of tasks and budget for the NJDEP Tier One Permit. He stated he would have an estimate for the Local Improvement Grant along with the FY2019 Municipal Parks Grant at next meeting. He stated the bids were in for the NJDOT FY22 and would have award recommendation for next meeting.

**MINUTES FOR APPROVAL**

- September 15, 2022 – Regular Meeting

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>	<b>X</b>			
Committeeman O'Donnell			<b>X</b>			
Mayor Doyle			<b>X</b>			

- September 15, 2022 – Executive Session

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>	<b>X</b>			
Committeeman O'Donnell					<b>X</b>	
Mayor Doyle			<b>X</b>			

**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.

2022-144 Resolution Appointing a Per Diem EMT’s

**RESOLUTION 2022-144  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION APPOINTING PER DIEM EMT’S**

**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:

**PER DIEM EMT ~ Ashlee Walsh  
PER DIEM EMT ~ James Langlin McKenzie**

**Effective Date of Employment: 10/06/2022**

**BE IT FURTHER RESOLVED**, that the above-named positions will be compensated as per the Salary Ordinance and Salary Resolution at a rate of \$18.00 per hour not to exceed 24 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			

2022-145 Resolution Canceling Taxes

**RESOLUTION 2022-145  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION CANCELING TAXES**

**WHEREAS**, the United States Department of Veteran Affairs has classified David Wood as 100% Permanently and Totally Disabled; and

**WHEREAS**, by application from Donald Kosul, Tax Assessor in the Township of North Hanover, the said exemption is granted from January 28, 2022; and

**WHEREAS**, N.J.S.A. 54:4-3.30a – Allows for the exemption from taxation from real and personal property for any citizen and resident of the State who has a total or 100% permanent disability as defined by this statute.

**WHEREAS**, the following taxes must be canceled and any monies paid by the owner should be refunded.

**THEREFORE, BE IT RESOLVED**, that the following taxes be canceled:

BLOCK 604.01      LOT 8      **2022 1<sup>ST</sup> HALF**      \$3,286.48

**THEREFORE, BE IT RESOLVED FURTHER**, that a copy of this Resolution be forwarded to the Burlington County Board of Taxation, the Treasurer of Burlington County, the Municipal/Regional School Board to advise them of the action taken by the Township Committee on this matter.

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			

2022-146      Resolution Authorizing a Change in Custodian to the Police Department Petty Cash Fund

**RESOLUTION 2022-146  
TOWNSHIP OF NORTH HANOVER  
BURLINGTON COUNTY**

**RESOLUTON AUTHORIZNG A CHANGE IN CUSTODIAN TO THE POLICE  
DEPARTMENT PETTY CASH FUND**

**WHEREAS**, the New Jersey Department of Community Affairs presently has a record of a petty cash fund for the Police Department, in the amount of \$250.00, with Chief Theodore Wells as custodian; and

**WHEREAS**, in consultation with the Auditor and Chief Financial Officer, the recommendation is to authorize Robert Duff as Custodian of the Finance petty cash in accordance with N.J.S.A. 40A:5-21; and

**WHEREAS**, Chief Robert Duff is bonded in the amount of \$15,000.00;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of North Hanover that it hereby approves and authorizes Robert Duff as the custodian of the \$250.00 Police Department petty cash fund; and

**BE IT RESOLVED FURTHER**, the Township Clerk is directed to forward a copy of this Resolution to the Chief Financial Officer, Treasurer and two copies with the Division of Local Government Services, New Jersey Department of Community Affairs 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			

**NON-CONSENT AGENDA**

2022-147      Resolution Requesting Change in Title, Test or Amount of Appropriation Pursuant to NJSA 40A:4-85

**RESOLUTION 2022-147  
TOWNSHIP OF NORTH HANOVER  
BURLINGTON COUNTY**

**RESOLUTION REQUESTING CHANGE IN TITLE, TEST OR  
AMOUNT OF APPROPRIATION PURSUANT TO NJSA 40A:4-85**

**WHEREAS**, NJS 40A:4-85 provides that the Director of the Division of Local Government Services may, at the request of, or with the consent of, the governing body of any county or municipality, make such correction of the title, text, or amount of any appropriation appearing in the budget as may be necessary to make said item for appropriation available for the purpose or purposes required for the needs of any county or municipality,

**NOW, THEREFORE, BE IT RESOLVED**, that in accordance with the provisions of NJS 40A:4-85, the Township of North Hanover hereby requests the Director of the Division of Local Government Services to make the following correction to the **2022** budget:

**ADD:**

Interlocal Services Agreement – Township of Shamong – Tax Assessor Services \$ 7,200.00

**REDUCE:**

Tax Assessor – Salaries & Wages \$ 6,800.00

Social Security System (O.A.S.I.) \$ 400.00

**BE IT FURTHER RESOLVED** that the foregoing correction is, in the opinion of the governing body, warranted and authorized by the statute referred to above, and is necessary for the orderly operation of the Township of North Hanover for the reasons set forth:

To provide adequate and appropriate funding for the SSA with Shamong Township for Tax Assessor Services for the period October 3, 2022 through December 31, 2022.

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			

2022-148 Resolution to Authorize the Hiring of Temporary Clerical Help for Rabies Clinic

**RESOLUTION 2022-148  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION TO AUTHORIZE THE HIRING OF  
TEMPORARY CLERICAL HELP FOR RABIES CLINIC**

**WHEREAS**, there is a need for temporary office help in the Municipal Clerk's Office to assist with the 2022 Annual Free Rabies Clinic; and

**WHEREAS**, the Mayor and Township Committee desire to hire up to three (3) persons to work temporarily to track said data entry, to assist the veterinarian and to issue dog licenses during the duration of the clinic.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover the following:

- 1) That up to three (3) persons be hired to work temporarily in the Municipal Clerk's Office for a period not to exceed 2 hours on Saturday, November 19, 2022 from 9:00 a.m. to 11:00 a.m.
- 2) That the salary for said persons will be as follows:
  - Mary Picariello, Dog Registrar, \$100 flat.
  - Twan Berben, Clerical Help \$100 flat.
  - Joseph Greene, Clerical Help, \$100 flat.

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

**RESOLUTION 2022-148A  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING AMENDMENT TO SHARED SERVICES  
AGREEMENT WITH THE TOWNSHIP OF SHAMONG FOR MUNICIPAL TAX  
ASSESSOR SERVICES**

**WHEREAS**, pursuant to the Uniform Shared Services Act, *N.J.S.A. 40A:65-1 et seq.*, Shamong Township (sending municipality) and North Hanover Township (receiving municipality) entered into a Shared Services Agreement (“SSA”) for the provision of Tax Assessor services; and

**WHEREAS**, the State reviewed the SSA and requires an amendment to the SSA to delete reference to an “Acting Assessor” as there is no provision in the law allowing for a temporary or acting Assessor; and

**WHEREAS**, the purpose of the provision at issue related back to the potential that Shamong Township’s Assessor, Jay Renwick, CTA, would be called up for military duty and that is no longer a concern given Mr. Renwick’s military status; and

**WHEREAS**, the Parties desire to execute an amendment to delete the provision noted by the State.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that the Mayor and Township Clerk be and are hereby authorized to execute the Amendment Shared Services Agreement with the Township of Shamong for the provision of the Tax Assessor services to delete the previously included reference to an “Acting Assessor” in Mr. Renwick’s absence.

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			

**DISCUSSION**

There were no discussion items this evening.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Kocubinski noted the Senior picnic went well and Committeeman DeBaecke did a nice job cooking.

Committeeman DeBaecke stated he enjoyed the picnic and is happy to take special orders.

Deputy Mayor Forsyth thanked his wife for her help with the Senior picnic. He noted the Clean Up day went well considering the weather. He noted next year he would like to put up flyers.

Mayor Doyle thanked Ms. Forsyth for her assistance and noted it was much appreciated.

**PUBLIC PARTICIPATION**

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

Mayor Doyle opened the meeting to the public.

Ms. Pamela Cooley – 511 Wrightstown-Sykesville Road – Ms. Cooley thanked Clerk Picariello for being so receptive to her calls and getting things done. She noted she has lived here for twelve years and each time she has called issues were handled. She noted a recent blight issue that was reported and it was also being handled. She was hoping for some revitalization for the Dix Plaza and would like to see a grocery store. She would like to see a store to be proud of. She is hoping something happens with the Plaza. Mayor Doyle noted there used to be a lot of

nice stores and that the Chief was working on the issues. He also stated there used to be an ACME at Dix Plaza and noted it failed because people from the base were shopping on the base. He noted it would be difficult to entice a store like that but that he has tried. Mayor Doyle thanked Ms. Cooley for bringing the issues forward.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman DeBaecke  
 Seconded By: Deputy Mayor Forsyth

**EXECUTIVE SESSION RESOLUTION**

2022-149 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 2022-149  
 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                      7:35 pm**

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

*Respectively submitted,*

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