

NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
JULY 20, 2023 7:00 P.M.

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

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

FLAG SALUTE: Led by Mayor Forsyth, with a prayer offered by Mr. Voorhees

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

Absent: None

Also Present: Township Clerk Mary Picariello 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".

PRESENTATION BY EAGLE SCOUT CANDIDATE JP WEST
Mr. JP West presented the Township Committee with a flag retirement box, as his Eagle Scout project. Mr. West stated he was honored to present this project and presented an American Flag to the Township Committee as a token of his appreciation for their support. The Township Committee expressed their appreciation to Mr. West and noted he did an excellent job on the box.

PUBLIC COMMENT AS IT RELATES TO AGENDA ITEMS
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 Doyle

- REVIEW OF CORRESPONDENCE**
1. New Jersey Health Insurance Fund – Clerk Picariello noted the solicitation from the NJHIF and stated the State Health benefits plan will have another significant increase for 2024. After discussion, there was a general consensus to explore pricing within the NJHIF
 2. New Jersey Department of Agriculture – Bee Keeping – Clerk Picariello noted the New Jersey Department of Agriculture stated, in accordance with New Jersey Laws, that Municipal Regulation of Bee Keeping activities is prohibited.

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

- DEPARTMENT REPORTS FOR JUNE 2023**
- 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			
Committeeman Doyle		X	X			

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

MINUTES FOR APPROVAL

- June 15, 2023 – Regular Meeting

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

BILLS AND CLAIMS FOR APPROVAL

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

ORDINANCE – ADOPTION

2023-06 An Ordinance Amending Ordinance 2021-03 Entitled “ 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”

**ORDINANCE 2023-06
COUNTY OF BURLINGTON
TOWNSHIP OF NORTH HANOVER**

AN ORDINANCE AMENDING ORDINANCE 2021-03 ENTITLED “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 CAPTIAL 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	\$ 55,000.00
Police Speed Awareness Monitor and related equipment	\$ 10,000.00
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: Committeeman DeBaecke
 Seconded By: Committeeman Kocubinski

MOTION TO ADOPT ORDINANCE 2023-06

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

ORDINANCE – ADOPTION

2023-07 An Ordinance of the Township of North Hanover, County of Burlington, State of New Jersey Appropriating \$64,653.99 from the Capital Improvement Fund to Provide for the Purchase of a Police Vehicle as a Capital Improvement”

**ORDINANCE 2023-07
 COUNTY OF BURLINGTON
 TOWNSHIP OF NORTH HANOVER**

AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPROPRIATING \$64,653.99 FROM THE CAPITAL FUND BALANCE TO PROVIDE FOR PURCHASE OF A POLICE VEHICLE AS A CAPITAL IMPROVEMENT

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. \$64,653.99 is hereby appropriated from the Capital Fund Balance of the Township of North Hanover, in the County of Burlington, New Jersey (the “Township”) to provide for the Purchase of a Police Vehicle – 2023 Police Interceptor

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: Committeeman DeBaecke
 Seconded By: Committeeman Doyle

MOTION TO ADOPT ORDINANCE 2023-07

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

ORDINANCE – ADOPTION

2023-08 An Ordinance of the Township of North Hanover, County of Burlington, State of New Jersey Amending the Township’s Municipal Code for Purposes of Regulating Outdoor Refuse Containers and Dumpsters

**ORDINANCE 2023-08
 TOWNSHIP OF NORTH HANOVER
 COUNTY OF BURLINGTON**

AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AMENDING THE TOWNSHIP’S

MUNICIPAL CODE FOR PURPOSES OF REGULATING OUTDOOR DUMPSTERS AND REFUSE CONTAINERS

SECTION 1. Purpose

An ordinance requiring dumpsters and other refuse containers that are outdoors or exposed to stormwater to be covered at all times and prohibits the spilling, dumping, leaking, or otherwise discharge of liquids, semi-liquids or solids from the containers to the municipal separate storm sewer system(s) operated by the Township of North Hanover, Burlington County and/or the waters of the State so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

SECTION 2. Definitions

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

- a. Municipal separate storm sewer system (MS4) – a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by the Township of North Hanover, Burlington County, or other public body, and is designed and used for collecting and conveying stormwater.
- b. Person – any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.
- c. Refuse container – any waste container that a person controls whether owned, leased, or operated, including dumpsters, trash cans, garbage pails, and plastic trash bags.
- d. Stormwater – means water resulting from precipitation (including rain and snow) that runs off the land’s surface, is transmitted to the subsurface, is captured by separate storm sewers or other sewerage or drainage facilities or is conveyed by snow removal equipment.
- e. Waters of the State – means the ocean and its estuaries, all springs, streams and bodies of surface or ground water, whether natural or artificial, within the boundaries of the State of New Jersey or subject to its jurisdiction.

SECTION 3. Prohibited Conduct

Any person who controls, whether owned, leased, or operated, a refuse container or dumpster must ensure that such container or dumpster is covered at all times and shall prevent refuse from spilling out or overflowing.

Any person who owns, leases or otherwise uses a refuse container or dumpster must ensure that such container or dumpster does not leak or otherwise discharge liquids, semi-liquids or solids to the municipal separate storm sewer system(s) operated by the Township of North Hanover, Burlington County.

SECTION 4. Exceptions to Prohibition

The following are permitted exceptions to the prohibited conduct:

- a. Permitted temporary demolition containers.
- b. Litter receptacles (other than dumpsters or other bulk containers).
- c. Individual homeowner trash and recycling containers.
- d. Refuse containers at facilities authorized to discharge stormwater under a valid NJPDES permit.
- e. Large bulky items (e.g., furniture, bound carpet and padding, white goods placed curbside for pickup)

SECTION 5. Enforcement

This ordinance shall be enforced by the Township Police Department and/or Zoning Officer of the Township of North Hanover, County of Burlington.

SECTION 6. Penalties

Any person(s) who continues to be in violation of the provisions of this ordinance, after being duly notified, shall be subject to the general penalties set forth in Section 1-035 of the Municipal Code of the Township of North Hanover.

SECTION 7. Severability

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

SECTION 8. Repealer

All provisions of any other ordinance which are inconsistent with the provisions of this Ordinance are hereby repealed.

SECTION 9. Effective date:

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

MAYOR OPENS THE MEETING TO THE PUBLIC

There were no public comments this evening.

MOTION TO CLOSE PUBLIC HEARING

Proposed By: Committeeman DeBaecke

Seconded By: Committeeman Doyle

MOTION TO ADOPT ORDINANCE 2023-08

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

ORDINANCE – INTRODUCTION

2023-09 An Ordinance of the Township of North Hanover Amending the Township’s Municipal Code for Purposes of Establishing Requirements for the Proper Disposal of Pet Solid Waste

**TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON
ORDINANCE 2023-09**

AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER AMENDING THE TOWNSHIP’S MUNICIPAL CODE FOR PURPOSES OF ESTABLISHING REQUIREMENTS FOR THE PROPER DISPOSAL OF PET SOLID WASTE

SECTION 1. Purpose

An ordinance to establish requirements for the proper disposal of pet solid waste in the Township of North Hanover, Burlington County, State of New Jersey, so as to protect public health, safety and welfare, and to prescribe penalties for failure to comply.

SECTION 2. Definitions

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

- a. Immediate – shall mean that the pet solid waste is removed at once, without delay.
 - b. Owner/Keeper – any person who shall possess, maintain, house or harbor any pet otherwise have custody of any pet, whether or not the owner of such pet.
- or

- c. Person – any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.
- d. Pet - a domesticated animal (other than a disability assistance animal) kept for amusement companionship.
- e. Pet solid waste – waste matter expelled from the bowels of the pet; excrement
- f. Proper disposal – placement in a designated waste receptacle, or other suitable container, and discarded in a refuse container which is regularly emptied by the municipality or some other refuse collector; or disposal into a system designed to convey domestic sewage for proper treatment and disposal.

SECTION 3. Requirement for Disposal

All pet owners and keepers are required to immediately and properly dispose of their pet’s solid waste deposited on any property, public or private, not owned or possessed by that person.

SECTION 4. Exemptions

Any owner or keeper who requires the use of a disability assistance animal shall be exempt from the provisions of this section while such animal is being used for that purpose.

SECTION 5. Enforcement

This ordinance shall be enforced by the Township Police Department and/or Zoning Officer and/or Local Board of Health of the Township of North Hanover, County of Burlington.

SECTION 6. Penalties

Any person(s) who continues to be in violation of the provisions of this ordinance, after being duly notified, shall be subject to the general penalties set forth in Section 1-035 of the Municipal Code of the Township of North Hanover.

SECTION 7. Severability

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

SECTION 8. Repealer

All provisions of any other ordinance which are inconsistent with the provisions of this Ordinance are hereby repealed.

SECTION 9. Effective date:

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

MOTION TO INTRODUCE

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

SET PUBLIC HEARING FOR AUGUST 17, 2023 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.

2023-100 Resolution Amending Resolution 2023-89 Entitled “ A Resolution to Establish Salaries for Various Official of the Township of North Hanover, Burlington County New Jersey”

**RESOLUTION 2023-100
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

A RESOLUTION AMENDING RESOLUTION 2023-89 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:

		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/Tax Collector	97,638.31
Robert Duff	Chief of Police	104,550.00
Alexandra Degood	COAH Administrative Agent/Liaison	
	Const Tech Asst/JLUB/Zoning Secy	34,509.38
John Bruno Jr.	Chief Financial Officer	31,084.36
John Bruno, Jr.	Annual Financial Statement	7,000.00
Joseph Greene	Accounting Assistant/Treasurer	40,130.87
Jeffrey K. Jones	Construction Official	17,353.35
Jeffrey K. Jones	Building Inspector	13,612.18
Harry W. Case	Electrical Inspector	9,607.03
Frank Kopec	Plumbing Inspector	9,233.90
Doug Borgstrom	Fire Inspector	6,862.28
Gregory Huber	Fire Sub Code	1,195.08
Lewis Korngut	Municipal Judge	23,825.16
Rita Williams	Court Administrator	53,635.75
Kaitlyn Chambers	Dpy Court Administrator	35,000.00
Susan Reilly	Police Clerk	37,667.15
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
Lacey Smith	P/T Clerk Typist	14.41
Ellen Ganopoulos	P/T Court Recorder	15.46
Lacey Smith	Custodian	18.36
Twan Berben	Custodian Supervisor	19.38
Carl Reynold	Laborer Waste Facility	16.64
John Farrell	Laborer Waste Facility	15.85
Troy Farrell	Laborer Waste Facility	15.68
Michael Zelinski	P/T Police Officer	24.00
Robert Gancarz	Fire Official (including Inspector)	26.52
Georgette Pagliocca	EMT Supervisor	25.50
Justin Riley	Emergency Medical Technician	20.00
Matthew Taylor	Emergency Medical Technician	20.40
Harry Zielinski	Per Diem EMT	18.36
James Hill	Per Diem EMT	18.36
Alissa Deluca	Per Diem EMT	18.36

Alexander Gaudreau	Per Diem EMT	18.36
Kara Eckelburg	Per Diem EMT	18.36
Stephen Kynik	Per Diem EMT	18.36
James Mckenzie	Per Diem EMT	18.36
Douglas Servis	Per Diem EMT	18.36
Ashlee Walsh	Per Diem EMT	18.36
Ariana Roberts	Per Diem EMT	18.36
Martin Scozzaro	Per Diem EMT	18.36
Raymond Zirilli III	Summer Recreation Director/Bus Driver/Teacher	37.00
Courtney Gauze	Summer Recreation Nurse	25.00
Laura Konopka	Summer Recreation Nurse (Substitute As Needed)	25.00
Jennifer Lobue	Summer Recreation Teacher	20.00
Srinitya Tadisna	Summer Recreation Jr. Counselor	15.00
Kaeli Morrow	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:

		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, 2023 for employees on the payroll on January 1, 2023. All employees appointed to a position after January 1, 2023 shall have the salary or wage effective the date of hire or appointment.

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

2023-101 Resolution Accepting Resignation of Kara Eckelburg

**RESOLUTION 2023-101
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION
OF KARA EKELBURG**

BE IT RESOVLED, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Kara Eckelburg. as a Part-Time Emergency Medical Technician for the Township of North Hanover effective July 1, 2023.

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

1. Personnel File Kara Eckelburg
2. Chief Financial Officer
3. EMT Supervisor

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

2023-102 Resolution Accepting Resignation of Matthew Taylor

**RESOLUTION 2023-102
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION
OF MATTHEW TAYLOR**

BE IT RESOVLED, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Matthew Taylor. as a Full-Time Emergency Medical Technician for the Township of North Hanover effective July 30, 2023.

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

4. Personnel File Matthew Taylor
5. Chief Financial Officer
6. EMT Supervisor

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

2023-103 Resolution Appointing Per Diem EMT

**RESOLUTION 2023-103
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION APPOINTING PER DIEM EMT

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 ~ Matthew Taylor

Effective Date of Employment: 07/31/2023

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

2023-104 Resolution Appointing Full-Time EMT

**RESOLUTION 2023-104
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

APPOINTMENT OF FULL-TIME EMT

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:

EMT ~ Joshua Abbott

Effective Date of Employment: 08/01/2023

BE IT FURTHER RESOLVED, that the above-named positions will be compensated as per the Salary Ordinance and Salary Resolution at a rate of \$20.00 per hour.

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

2023-105 Resolution Authorizing Release of Lien Encumbering Mobile Home

**RESOLUTION NO. 2023-105
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AUTHORIZING RELEASE OF LIEN ENCUMBERING MOBILE HOME

WHEREAS, the Township of North Hanover desires to release the following lien on the following mobile home Certificate of Title:

1. Certificate of Title bearing identification number 3 GDGDH MC1810 issued June 7, 2012 to Andrea Tilton, 511 Wrightstown-Sykesville Road, Lot 99, Wrightstown, New Jersey 08562, as Owner, listing North Hanover Township as First Lienholder to secure payment of the sum of \$ 17,200.00 issued to said owner through the North Hanover Township Housing Rehabilitation Loan program.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, in the County of Burlington, that the Township Committee does hereby approve of the release of the first lien placed on the aforesaid Certificate of Title by execution of said release on said Certificate of Title; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized to execute the Release of Lien on the Certificates of Title on behalf of the Township of North Hanover; and

BE IT FURTHER RESOLVED that after execution of said release, the Township CFO is hereby authorized to release the Certificate of Title to the Owner listed herein and it shall be their responsibility to whatever course is necessary to effectuate the release of said lien.

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

2023-106 Resolution Appointing a Part-Time Police Officer

**RESOLUTION 2023-106
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

APPOINTMENT OF PART-TIME POLICE OFFICERS

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:

Special Police Officer Class II ~ Ethan Louis Bruzzese

Effective Date of Employment: 07/21/23

BE IT FURTHER RESOLVED, that the above-named position will be compensated as per the Bargaining Agreement, Salary Ordinance and Salary Resolution and contingent upon successful completion of physiological evaluation.

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

2023-107 Resolution Approving Shared Services Agreement for the Provision of Off-Duty Police Services

**RESOLUTION NO. 2023- 107
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION APPROVING SHARED SERVICES AGREEMENT FOR THE
PROVISION OF OFF-DUTY POLICE SERVICES**

WHEREAS, North Hanover Township, Chesterfield Township, Bordentown Township, Florence Township, Mansfield Township, New Hanover Township, Springfield Township and Bordentown City are neighboring municipalities within the County of Burlington (hereinafter collectively the “Municipalities”); and

WHEREAS, the Police Departments of the Municipalities provide traffic control and other off-duty police services to third parties operating within their respective municipality; and

WHEREAS, the Municipalities often rely on each other for additional officers to provide such services to third parties; and

WHEREAS, the third parties to whom services are provided are required to pay fees associated with the services provided by the Municipalities in which the services are rendered; and

WHEREAS, the Municipalities have a mutual need to ensure that the fees earned by their respective officers are properly paid through this process; and

WHEREAS, it has been determined by the Municipalities that the municipality in which the service is provided shall be responsible for collecting the fees from the third parties for the services provided and thereafter paying fees earned by officers of other municipalities to the municipality employing those officers for ultimate disbursement to the officers; and

WHEREAS, the Municipalities 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. as the agreement is in the best interest of the Municipalities for an initial three term, effective January 1, 2023 to December 31, 2025; and

WHEREAS, such agreements are authorized pursuant to the Uniform Shared Services Consolidation Act, N.J.S.A. 40A:65-1 et seq. and shall only become effective upon the adoption of a resolution by the governing body of each municipality authorizing and approving said agreement.

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 Between Townships of Bordentown, Chesterfield, Mansfield, New Hanover, North Hanover and Springfield and the City of Bordentown for the Provision of Off-Duty Police Services, a copy of which is on file in the Office of the Township Clerk and the Mayor and Township Clerk are authorized to execute said agreement on behalf of North Hanover Township.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Municipal Clerks of Bordentown Township, Bordentown City, Chesterfield Township, Florence Township, Mansfield Township, New Hanover Township, Springfield Township and North Hanover Township Chief Financial Officer.

BE IT FURTHER RESOLVED that a copy of this resolution and agreement shall be forwarded to the Director of the Division of Local Government Services as per NJSA 40A:65-4 (3)b.

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

NON-CONSENT AGENDA

2023-108 Resolution Awarding Contract to Munidex Inc. for Cloud Based Dog Licensing Program

**RESOLUTION 2022-108
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AWARDING CONTRACT TO MUNIDEX, INC. FOR CLOUD-BASED
DOG LICENSING PROGRAM**

WHEREAS, North Hanover Township previously awarded a contract to Munidex, Inc., 11-43 Raymond Plaza West, One Gateway Center, Suite 2600, Newark, New Jersey 07102, for a dog licensing program; and

WHEREAS, Munidex, Inc. now offers a new cloud-based module known as “Pets Module, Zen Pets” that will allow residents to register and renew their dog licensing online, manage online payments and automate reporting for state requirements; and

WHEREAS, the “Pets Module, Zen Pets” is a proprietary software program designed by Munidex, Inc. for use by municipalities such as North Hanover Township, and therefore the awarding of this contract is exempt from the public advertising for bids and bidding pursuant to N.J.S.A. 40A:11-5 (dd) and is in keeping with the Township’s cyber protection initiatives; and

WHEREAS, the Township Clerk received a proposal from Munidex, Inc. dated January 27, 2022, a copy of which is on file in the Office of the Township Clerk, wherein Munidex, Inc. confirmed that it would provide this cloud-based licensing program for the sum of \$2,950.00; and

WHEREAS, the Township Committee of North Hanover Township has reviewed the proposal and has determined to accept the January 27, 2022 proposal from Munidex, Inc. in the amount of \$2,950.00 for the cloud-based dog licensing program; 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 that it does hereby accept the July 27, 2022 proposal from Munidex, Inc. for the cloud-based dog licensing program in the amount of \$2,950.00, and hereby awards a contract to Munidex, Inc. for the purposes stated herein and the Mayor is hereby authorized to execute said proposal on behalf of the Township of North Hanover.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order on behalf of the Township of North Hanover for purchase of the cloud-based dog licensing program.

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

2023-109 Resolution Authorizing the Execution of a Contract Renewing Membership in the Burlington County Municipal Joint Insurance Fund

**RESOLUTION 2023-109
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT RENEWING MEMBERSHIP IN THE

BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township of North Hanover (hereinafter the "MUNICIPALITY") is a member of the Burlington County Municipal Joint Insurance Fund (hereinafter the "FUND"); and

WHEREAS, the MUNICIPALITY'S membership terminates as of January 1, 2024 unless earlier renewed by a Contract between the MUNICIPALITY and the FUND; and

WHEREAS, N.J.S.A. 40A:11-5 (1) (m) provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the subject matter is for the purchase of insurance coverage and consultant services, provided that the award is in accordance with the requirements for extraordinary unspecifiable services; and

WHEREAS, N.J.S.A. 40A:11-6.1(b) provides that the MUNICIPALITY shall make a documented effort to secure competitive quotations; however, a Contract may be awarded upon a determination, in writing, that the solicitation of competitive quotations is impracticable; and

WHEREAS, in accordance with N.J.A.C. 5:34-2.3, a designated official of the MUNICIPALITY, has filed a certificate with the governing body describing in detail, as set forth below in this Resolution, why this Contract meets the provisions of the statutes and the regulations and why the solicitation of competitive quotations is impracticable; and

WHEREAS, it has been determined that the purchase of insurance coverage and insurance consultant services by the MUNICIPALITY requires a unique knowledge and understanding of municipal exposures and risks associated with the operation of a municipal entity, and many insurance professionals are not qualified to assess these risks and exposures based upon their inherent complexity; and

WHEREAS, insurance coverage for municipal entities can vary greatly in the type, limits, and exceptions to coverage, and therefore particularized expertise in determining and obtaining the appropriate coverage is required to protect the MUNICIPALITY; and

WHEREAS, it is the goal of the MUNICIPALITY to obtain a single integrated program to provide all types of insurance coverage with a plan to limit the MUNICIPALITIES exposure; and

WHEREAS, the FUND has provided comprehensive insurance coverage to member municipalities since 1991; and

WHEREAS, since 1991, the FUND has continually refined all of the types of coverage that it provides to its members so that it offers comprehensive insurance coverage and limits to all members that is unique and cannot be purchased from a single entity in the commercial insurance market; and

WHEREAS, the FUND has also developed and made available to its members Safety, Risk Management, and Litigation Management programs that address the specific exposures and risks associated with municipal entities; and

WHEREAS, the FUND provides the MUNICIPALITY with Fund Administration, Claims Review, Claims Processing, Claims Administration, Actuarial, and Legal services; and

WHEREAS, the FUND is one of the most financially sound Municipal Joint Insurance Funds in New Jersey, and the FUND operates with strong fiscal controls, member oversight, and meets all of the requirements promulgated by the New Jersey Department of Community Affairs and the Department of Banking and Insurance; and

WHEREAS, as an existing member of the FUND, the MUNICIPALITY would be renewing its membership in an organization with experienced and dedicated FUND Professionals who provide specialized services to the members; and

WHEREAS, the membership of the FUND includes many neighboring municipalities that have uniquely similar exposures to the MUNICIPALITY, and with whom the MUNICIPALITY has existing inter-local arrangements; and

WHEREAS, all of the aforementioned factors categorize the award of this Contract as an "extraordinary, unspecifiable service" that cannot be duplicated, accounted for, accurately detailed, or described in a manner that truly depicts the value of the MUNICIPALITY'S membership in the FUND; and

WHEREAS, for all of the aforementioned reasons, it is impracticable for the MUNICIPALITY to seek competitive quotations for a Contract to provide the procurement of insurance coverage and consultant services; and

WHEREAS, the FUND has been organized pursuant to N.J.S.A. 40A:10-36 et seq., and as such is an agency of the municipalities that created it; and

WHEREAS, N.J.S.A. 40A:11-5(2) also provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the Contract is entered into with a municipality or any board, body, officer, agency or authority thereof; and

WHEREAS, the FUND meets the definition of an agency as set forth in N.J.S.A. 40A:11-5(2); and

WHEREAS, for all of the aforementioned reasons, the MUNICIPALITY desires to enter into a Contract to renew its membership with the FUND for a period of three (3) years, for insurance coverage and consultant services, as an exception to the public bidding requirements of the Local Public Contracts Law.

NOW THEREFORE, be it resolved by the governing body of the MUNICIPALITY as follows:

1. The MUNICIPALITY agrees to renew its membership in the FUND and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the FUND.
2. The Mayor and Clerk of the MUNICIPALITY shall be and hereby are authorized to execute the "Contract to Renew Membership" annexed hereto and made a part hereof and to deliver same to the FUND evidencing the MUNICIPALITY’S renewal of its membership.
3. In accordance with N.J.A.C. 5:34-2.3, the certificate of a designated official of the MUNICIPALITY, which details why the solicitation of competitive quotations is impracticable, is attached hereto and made a part of this Resolution.
4. The Clerk of the MUNICIPALITY is authorized and directed to place a notice of the adoption of this Resolution and the award of this Contract in the official newspaper of the MUNICIPALITY.

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

DISCUSSION

- Utility Pole intersection of Provinceline/Route 537 – Clerk Picariello reviewed Plumsted Township’s concerns over the street light at the intersection. She also gave an overview of the Police Departments analysis over the intersection. It was also noted Lennar Construction would pay for the installation. Attorney Roselli stated Lennar can pay JCPL directly. Committeeman DeBaecke reminded the Township Committee of JCPL presentation concerning the LED lighting and the fact that the lighting cone would be smaller than the current lighting cone. There was a general consensus to allow.

TOWNSHIP COMMITTEE “COMMENTS”

Deputy Mayor O’Donnell apologized for his virtual appearance as he was at work.

Mayor Forsyth thanked Eagle Scout candidate, JP West, for his hard work and stated he did a beautiful job.

PUBLIC PARTICIPATION

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

Mayor Forsyth opened the meeting to the public.

Mr. Wayne Voorhees – Mr. Voorhees thanked the Township Committee for the opportunity to offer the prayer before the meetings.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman DeBaecke

Seconded By: Committeeman Doyle

EXECUTIVE SESSION RESOLUTION

2023-110 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, **Municipal Clerk Personnel Matter**, Contract Matter, Personnel and Litigation matters

**RESOLUTION 2023-110
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 **Municipal Clerk Personnel 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			
Committeeman Doyle		X	X			
Committeeman Kocubinski			X			
Deputy Mayor O'Donnell			X			
Mayor Forsyth			X			

MOTION TO RECESS FOR EXECUTIVE SESSION

Committeeman Doyle made the motion at 7:30pm; seconded by Committeeman DeBaecke. All present were in favor by voice vote.

BACK TO PUBLIC SESSION

Committeeman DeBaecke made the motion at 7:50pm to reconvene; seconded by Committeeman Doyle. All present were in favor by voice vote

MOTION TO ADJOURN 7:51 pm

Proposed By: Committeeman DeBaecke

Seconded By: Committeeman Doyle

Respectively submitted,

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