

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
November 5, 2020, 7:00 P.M.**

**VIA CONFERENCE CALL: Dial In: 1-833-247-7123; Access Code 4094175
OR
IN PERSON LIMITED TO THE FIRST 13 REGISTERED
TO REGISTER EMAIL: CLERK@NORTHHANOVERTWP.COM**

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

FLAG SALUTE: Led by Mayor DeBaecke

ROLL CALL: Mayor DeBaecke
Deputy Mayor Doyle
Committeeman Kocubinski
Committeeman O'Donnell

Absent: Committeeman Forsyth

Also Present: Township Clerk Picariello and Township Attorney Roselli

SUNSHINE STATEMENT: “The provisions of the Open Public Meetings Act have been met. Notice of this meeting has been transmitted by email to the Courier Post, Burlington County Times and The Trenton Times as well as given to those having requested same and posted on the Township bulletin board located in the foyer of the municipal building”.

PUBLIC COMMENT AS IT RELATES TO AGENDA ITEMS

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

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Deputy Mayor Doyle

Seconded By: Committeeman O'Donnell

PROPOSAL TAX ASSESSMENT SOFTWARE

Mr. Don Kosul, Tax Assessor, presented a new software package, for his use, to the Township Committee. He noted the new assessment calendar for Burlington County. He stated the tax appeal schedule changes. Attorney Roselli inquired if this new calendar included the assessors valuing twenty percent of the Town every year. Mr. Kosul stated this was not part of the plan it was just the calendar. Attorney Roselli noted that was the better part of the plan and explained it to the Township Committee. Mr. Kosul noted the reevaluation was in 2011 and the current ratio is 96.58 for 2021. He stated ten years later it was still good. He noted the Vital assessment system has not been upgraded and there seems to be rising costs with the system. He noted it is not cloud based and it is a main frame. He noted the new company would be cheaper per month and he was seeking the Committee's approval. Committeeman O'Donnell inquired if we were in a contract and Mr. Kosul stated no longer. The Committee was inquiring about how many Towns are using this system. Mr. Kosul noted a few in Burlington County as it was a new company. Attorney Roselli expressed concerns over the proposal of a three-year contract. He noted this was not acceptable and it needed to be a two-year contract and he was not aware of an exception with software. He noted another quote was needed and would look further into it. Attorney Roselli inquired about the County vendor. Mayor DeBaecke noted there was no problem moving forward however, he requested another quote and for Attorney Roselli to explore the length of the contract. Committeeman Doyle asked for a website of the company. Mr. Kosul noted he was awaiting a proposal for the solar tax appeals and was negotiating.

REVIEW OF CORRESPONDENCE

- Assemblyman Dancer's opposition to JCPL rate increase – Clerk Picariello noted Assemblyman Dancer's Resolution 198 and his request to appoint a Special Master to conduct a review of the company's finances.

ENGINEER’S REPORT

Engineer Hirsh reported he was working on grading and park layout for the FY2019 Park Grant. The FY2020 NJDOT grant was in process. He stated the concrete work began on November 3rd and paving is scheduled for November 13th. He also stated he was awaiting additional pricing for the Hanover Drive manhole and Sykesville Road roadside rip-rap work.

MINUTES FOR APPROVAL

- October 15, 2020 – Regular Meeting

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

- October 15, 2020 – Executive Session

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

BILLS AND CLAIMS FOR APPROVAL

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

ORDINANCE – INTRODUCTION

2020-11 An Ordinance Creating the Position, Duties and Responsibilities of the Custodial/Maintenance/Grounds Supervisor of the Township of North Hanover, Burlington County, State of New Jersey, and Regulating the Manner of Payment of Same

**ORDINANCE 2020-11
COUNTY OF BURLINGTON
TOWNSHIP OF NORTH HANOVER**

AN ORDINANCE AMENDING THE TOWNSHIP CODE OF THE TOWNSHIP OF NORTH HANOVER BY CREATING PART TIME POSITION OF “CUSTODIAL SUPERVISOR” AND ESTABLISHING REQUISITE DUTIES, RESPONSIBILITIES AND SALARY FOR SAID POSITION

WHEREAS, the Township Committee of the Township of North Hanover believes that it is in the best interest of the Municipality to create a new full-time position entitled “Custodial Supervisor”; and

WHEREAS, the Custodial Supervisor shall be responsible for the daily upkeep and maintenance of all municipal buildings and grounds and will work in conjunction with the Township’s Road and Public Grounds Service Director, vendors/third party contractors utilized by the Township for snow removal and salting and grass cutting and/or other public works related contracts to ensure that the Township’s buildings and grounds are being properly maintained; and

WHEREAS, the Township Committee further desires to establish the duties, responsibilities, and salary range for said position.

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of North Hanover as follows:

SECTION 1. The position of “Custodial Supervisor” be and hereby established as a part-time position and the rate of salary of the employee who is appointed to said position is hereby fixed in the following schedule:

TITLE	PER HOUR
Custodian Supervisor	Range \$16.00 - \$22.00

SECTION 2: Duties and Responsibilities: The Custodial Supervisors shall be responsible for work involving the assignment and supervision of custodial/grounds/maintenance employees, third party contractors and/or vendors, at the case may be, who are hired or contracted with by the Township to maintain the cleanliness, sanitation and necessary repairs of Township Buildings and Grounds, including the Green Acres Schoolhouse Road Park. The Custodial Supervisor is responsible for training new employees in proper custodial/grounds procedures for the use of manually operated tools, powered tools or machinery, cleaning compounds, solvents, and chemicals. The Custodial Supervisor will also work in conjunction with the Township's Road and Public Grounds Service Director, vendors and/or third-party contractors utilized by the Township for snow removal, salting, grass cutting and/or other public works related contracts. The Custodial Supervisor shall also perform daily duties as needed in support of the departmental mission and report to the Administrative Liaison.

SECTION 3. All Ordinances inconsistent with the above are hereby repealed.

SECTION 4. This Ordinance and the salaries herein are subject to all Federal Laws, rulings, and guidelines concerning prices and wages.

SECTION 5. This Ordinance shall take effect after its final passage and publication according to law.

MOTION TO INTRODUCE

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

SET PUBLIC HEARING FOR NOVEMBER 19, 2020, 2020 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.

2020-120 Resolution Authorizing Refund of Tax Sale Premium

**RESOLUTION 2020-120
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING THE REFUND
OF TAX SALE PREMIUM**

WHEREAS, Tax Sale Certificate#18-00005 was redeemed on October 22, 2020; and

WHEREAS, CULMAC INVESTORS, INC, paid tax sale premium, in the amount of \$2,500.00, for said lien.

THEREFORE, 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 tax sale premium, in the amount of \$2,500.00 to the CULAMC INVESTORS LLC; for Lien 18-00005, Block 800 Lot 70.02, commonly known as 146 Meany Road.

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

NON-CONSENT AGENDA

2020-121 Resolution of the Township of North Hanover, Burlington County in Support of Assemblyman Dancer’s Package of Bills Providing Accountability and Transparency on the part of Utility Companies

**RESOLUTION 2020-121
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION OF THE TOWNSHIP OF NORTH HANOVER, COUNTY OF BURLINGTON, SUPPORTING ASSEMBLYMAN DANCER’S PACKAGE OF BILLS PROVIDING ACCOUNTABILITY AND TRANSPARANCY OF THE PART OF UTILITY COMPANIES

WHEREAS, 50 percent of the homes in the JCPL service area were without power in August 2020 due to a fading tropical storm; and

WHEREAS, this is not the first time JCPL has failed to provide adequate power service in the face of inclement weather; and

WHEREAS, its continued failure to provide customers with the service they desire has caused the need for legislative action; and

WHEREAS, Assemblyman Ron Dancer has sponsored and cosponsored a package of legislation to provide accountability and transparency to the utility; and

WHEREAS, these bills are as follows: A-108 allows municipalities to rescind the public utility charters; A-260 requires utilities to maintain trees and brush along the power line; A-4608 requires utilities to reimburse customers for lost food and medicine; A-4761 allows utilities to use drones to inspect for line damage; A-4763 provides for priority power restoration in rural areas that depend on wells and septic; and A-4798 which creates an interest free revolving loan fund for home generators.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover that it hereby supports the actions of Assemblyman Dancer and urges speedy action of the legislation.

BE IT FURTHER RESOLVED, that copies of this Resolution be forwarded to New Jersey Governor Phil Murphy, Senate President Stephen Sweeney, General Assembly Speaker Craig Coughlin, New Jersey Board of Public Utilities, Hon. Wayne DeAngelo, Chairman of the Assembly Telecommunications and Utilities, and Assemblyman Ronald Dancer.

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

2020-122 Resolution Authorizing Contract with Signature Flooring for Carpeting and Other Improvements to the Municipal Building Court Office

**RESOLUTION 2020-122
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AUTHORIZING CONTRACT WITH SIGNATURE FLOORING FOR CARPETING AND OTHER IMPROVEMENTS TO THE MUNICIPAL BUILDING COURT OFFICE

WHEREAS, the Township of North Hanover requires the services of a contractor for purposes of carpeting and making other necessary improvements to the Municipal building; and

WHEREAS, the Township Committee has determined and certified in writing that the value of the contract will not exceed \$17,500; and

WHEREAS, the Township Committee has solicited competitive quotations of the service required and have determined that the proposal from Signature Flooring is the most advantageous, price and other factors considered; and

WHEREAS, it is the desire of the Township Committee to accept the proposal from Signature Flooring for carpeting and other improvements to the Municipal building in an amount not to exceed \$2,976.79; and

WHEREAS, funds are available to accept said proposal, as evidenced by the attached Certification of Availability of Funds;

NOW, THEREFORE, BE IT RESOLVED, by the Township of North Hanover that it does hereby accept the proposal from Signature Flooring and it does hereby authorize a contract in an amount not to exceed \$2,976.79 for carpeting and other improvement services for the Municipal building Court Room.

BE IT FURTHER RESOLVED that the required “Notice of Contract Awards” shall be published in the legal newspaper as required by law within ten (10) days of its passage.

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

2020-123 Resolution Approving Amended Spending Plan and Affordability Assistance Manual

**RESOLUTION NO. 2020-123
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION OF THE TOWNSHIP COMMITTEE OF NORTH HANOVER TOWNSHIP APPROVING AND ADOPTING AN AMENDED AFFORDABLE HOUSING TRUST FUND SPENDING PLAN AND AN AFFORDABILITY ASSISTANCE POLICIES AND PROCEDURAL MANUAL

WHEREAS, the Township of North Hanover filed a Complaint for Declaratory Judgment in June 2015, In the Matter of the Township of North Hanover, Docket No. BUR-L-1528-15, seeking a determination that it was in compliance with the requirements of the Fair Housing Act; and

WHEREAS, the Township entered into a settlement agreement with the Fair Share Housing Center (FSHC) in 2016; and

WHEREAS, said settlement agreement was amended on May 4, 2017, at which time the Honorable Ronald Bookbinder, Assignment Judge of the Superior Court, Burlington County, issued an Order adopting the findings and determination of the Special Court Master, which approved the Mount Laurel Settlement Agreement and the first amendment thereof (hereinafter “Settlement Agreement”), and required the Township to further amend and revise its' third round Housing Element and Fair Share Plan, including its Affordable Housing Spending Plan to conform with the requirements of said Master's Report; and

WHEREAS, as a result, the Township’s Joint Land Use Board duly considered the proposed amendment to the Housing Element and Fair Share Plan of the Township of North Hanover and the inclusion therein of a new Affordable Housing Trust Fund Spending Plan, as set forth in Housing Element and Fair Share Plan Amendment dated August 2020, prepared by David Gerkins, P.P., AICP (hereinafter collectively referred to as “2020 HEFSP”); and

WHEREAS, a public hearing was held before the North Hanover Township Joint Land Use Board with respect to said 2020 HEFSP on August 26, 2020; and

WHEREAS, following the conclusion of the public hearing, the North Hanover Township Joint Land Use Board determined that the proposed amendments and appendices included in the Township's Amended Housing Element and Fair Share Plan of its' Master Plan was consistent

with the Township's prior settlement agreement and Order of Judge Bookbinder, and was consistent with the Court Master's Report of April 24, 2017; and

WHEREAS, by Resolution No. 2020-12, adopted on August 26, 2020, the North Hanover Township Joint Land Use Board adopted the Housing Element and Fair Share Plan Amendment to the North Hanover Township Master Plan, including all appendices attached thereto, including the new Spending Plan and Marketing Plan, as set forth 2020 HEFSP; and

WHEREAS, on September 3, 2020, the Township Committee of North Hanover Township, approved and adopted the 2020 HEFSP, including the 2015-2025 North Hanover Township Affordable Housing Trust Fund Spending Plan; and

WHEREAS, on September 24, 2020, the Hon. Jeanne T. Covert, A.J.S.C. conducted a Final Compliance Hearing, in part to review and approve 2020 HEFSP, including the Township's Affordable Housing Trust Fund Spending Plan (hereinafter "Spending Plan"), to determine whether the 2020 HEFSP adequately created a realistic opportunity for satisfaction of the Township's affordable housing obligations pursuant to the Mount Laurel decisions and their progeny, the Fair Housing Act (N.J.S.A. 52:27D-301, et seq.), and the applicable procedural and substantive regulations of COAH and the Supreme Court's March 10, 2015 decision in the matter of In re N.J.A.C. 5:96 & N.J.A.C. 5:97, 221 N.J. 1 (2015) to satisfy the Township's affordable housing responsibilities for the period 1987-2025; and

WHEREAS, Special Master Mary Beth Lonergan, PP, AICP, issued a Master's Report dated September 18, 2020 (hereinafter the "Master's Report") in connection with the Compliance Hearing for purposes of reviewing the compliance of the Township's 2020 HEFSP with the substantive rules of the Council on Affordable Housing ("COAH") (N.J.A.C. 5:93 or the "Second Round Rules"), and the Township's compliance with the Settlement Agreement with FSHC; and

WHEREAS, after conducting the hearing, Judge Covert determined that the Township's compliance plan, consisting of the 2020 HEFSP, along with various attachments therein, and various implementing ordinances and resolutions, created a realistic opportunity for the Township to meet its Affordable Housing obligations under the Mount Laurel doctrine and therefore the Court entered a Conditional Judgment of Compliance and Repose dated October 2, 2020 (hereinafter the "Conditional Judgment") that required the Township to satisfy two conditions set forth in the Master's Report within sixty (60) of entry of the judgment: (1) The Township was to prepare and submit for review and approval by the Special Master an affordability assistance program manual to be administered by the Township's Administrative Agent; and (2) the Township would work with the Special Master and FSHC to address issues related to the Township's Spending Plan; and

WHEREAS, Heather Mahaley, PP, AICP from Community Grants, Planning & Housing, the Township's Planning Consultant and Administrative Agent prepared an amended Affordable Housing Trust Fund Spending Plan dated November 2020 (hereinafter the "Amended Spending Plan") and Affordability Assistance Policies and Procedural Manual dated November 2020 (hereinafter the "Affordability Assistance Manual"), copies of which are attached hereto and made a part hereof; and

WHEREAS, the Amended Spending Plan and Affordability Assistance Manual were submitted to the Special Master and FSHC for review and approval; and

WHEREAS, the Special Master and FSHC reviewed the Amended Spending Plan and Affordability Assistance Manual and provided comments related to each document that were incorporated as appropriate and thereafter the Special Master and FSHC approved the Amended Spending Plan and Affordability Assistance Manual; and

WHEREAS, the Township Committee of North Hanover Township desires to approve and adopt the Amended Spending Plan and Affordability Assistance Manual in accordance with the terms of the Conditional Judgment.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of North Hanover that it does hereby approve and adopt the Affordable Housing Trust Fund Spending Plan dated November 2020 and Affordability Assistance Policies and Procedural Manual dated November 2020.

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

DISCUSSION

- Best Practice Inventory – Clerk Picariello reviewed the inventory and noted the Township would be receiving 100% of their state aid. The score was 21.5 with a minimum requirement of 16.
- 2021 Summer Camp – Clerk Picariello noted the summer camp director’s inquiry concerning the 2021 program. The Township Committee noted it was difficult to predict and he should cautiously move forward. He should ensure any deposits are refundable and to not spend anything unnecessarily. He noted it is unknown due to COVID.

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman O’Donnell noted the fire in town and one on the border in Chesterfield. He thanked the responders. He noted the closure of the Paulson Road bridge would affect emergency response time.

Mayor DeBaecke noted the fire on Paulson Road and wished the family well. He noted there was a go fund me account set up for the family and if anyone was interested to please contact him.

PUBLIC PARTICIPATION

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

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

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Mayor DeBaecke

Seconded By: Committeeman O’Donnell

EXECUTIVE SESSION RESOLUTION

2020-124 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; Personnel Matters, Contract Negotiation and Litigation matters

**RESOLUTION 2020-124
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.

MOTION TO TABLE INDEFINITELY

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

BACK TO PUBLIC SESSION

MOTION TO ADJOURN

8:03 pm

Proposed By: Deputy Mayor Doyle
 Seconded By: Committeeman O'Donnell

Respectively submitted,

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