

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
February 20, 2020, 7:00 P.M.**

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

**FLAG SALUTE:**

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

Absent: None

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 DeLorenzo

**REVIEW OF CORRESPONDENCE**

There was no correspondence this evening.

**MAYORAL APPOINTMENT JOINT LAND USE BOARD**

Mayor DeBaecke made the following appointment:

- Alternate #2 – Patricia Mellor – unexpired term ending December 30, 2020

**ENGINEER'S REPORT**

Engineer Hirsh was not present this evening. No report was given.

**DEPARTMENT REPORTS FOR JANUARY 2020**

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

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

**MINUTES FOR APPROVAL**

- February 6, 2020 – Regular/Budget Meeting

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

**BILLS AND CLAIMS FOR APPROVAL**

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

2020-43 Resolution Appointing Temporary Clerical Assistance for the North Hanover Township Administrative Offices

**RESOLUTION 2020-43  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPOINTMENT OF TEMPORARY CLERICAL ASSISTANCE FOR THE NORTH HANOVER TOWNSHIP ADMINISTRATIVE OFFICES**

**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:

**Temporary Clerical Assistance ~ Anne McVicker  
Effective Date of Employment: 03/24/2020 – as needed**

**BE IT FURTHER RESOLVED**, that the above named position will be compensated at a rate of \$15.00 per hour, not to exceed 35 hours per week.

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

2020-44 Resolution Accepting the Resignation of Jacob Sopko

**RESOLUTION 2020-44  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION  
OF JACOB SOPKO**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Jacob Sopko. as a Full-Time Police Officer for the Township of North Hanover effective February 27, 2020.

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

1. Personnel File Jacob Sopko
2. Chief Financial Officer

3. Chief of Police

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

2020-45 Resolution Appointing Full-Time Police Officer

**RESOLUTION 2020-45  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPOINTMENT OF FULL-TIME POLICE OFFICER**

**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:

**Full-Time Police Officer ~ Ryan Laird**

**Effective Date of Employment: 3/02/2020 at Step I**

**BE IT FURTHER RESOLVED**, that the above named position will be compensated as per the Bargaining Agreement, Salary Ordinance and Salary Resolution.

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

2020-46 Resolution Approving Blue Light Permit Application

**RESOLUTION 2020-46  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPROVAL OF BLUE LIGHT PERMIT APPLICATION**

**WHEREAS**, pursuant to N.J.A.C. 13:24-5 ET Seq. an applicant for permit authorizing the use of blue emergency warning lights may be considered eligible only if the applicant is an active member in good standing of a volunteer fire company, first aid or rescue squad, or a county or municipal Office of Emergency Management volunteer whose official duties include responding to a fire or emergency call; and

**WHEREAS**, Alexander J. Gaudreau has met the qualification for a Blue Light Permit and it is the recommendation of the Fire Chief to approve this applicant for a Blue Light Permit.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of North Hanover, County of Burlington, that in accordance with N.J.A.C. 13:24 et. seq. it hereby approve Alexander J. Gaudreau for a Blue Light Permit and hereby authorizes the Mayor to execute the Blue Light Permit Application.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Jacobstown Volunteer Fire Department Chief.

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

2020-47 Resolution Approving Blue Light Permit Application

**RESOLUTION 2020-47  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPROVAL OF BLUE LIGHT PERMIT APPLICATION**

**WHEREAS**, pursuant to N.J.A.C. 13:24-5 ET Seq. an applicant for permit authorizing the use of blue emergency warning lights may be considered eligible only if the applicant is an active member in good standing of a volunteer fire company, first aid or rescue squad, or a county or municipal Office of Emergency Management volunteer whose official duties include responding to a fire or emergency call; and

**WHEREAS**, Kieran Callaghan has met the qualification for a Blue Light Permit and it is the recommendation of the Fire Chief to approve this applicant for a Blue Light Permit.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of North Hanover, County of Burlington, that in accordance with N.J.A.C. 13:24 et. seq. it hereby approve Kieran Callaghan for a Blue Light Permit and hereby authorizes the Mayor to execute the Blue Light Permit Application.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Jacobstown Volunteer Fire Department Chief.

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

**NON-CONSENT AGENDA**

2020-48 Resolution Accepting Quote From Nass-Tech Mechanical, LLC for Heating Improvements to the Municipal Building.

**RESOLUTION 2020-48  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM NASS-TECH MECHANICAL, LLC FOR  
HEATING SYSTEM IMPROVEMENTS TO THE MUNICIPAL BUILDING**

**WHEREAS**, the Township of North Hanover desires to make heating systems improvements to the Municipal Building 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 Nass-Tech Mechanical, LLC; 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 Nass-Tech Mechanical, LLC, for Heating System Improvements to the Municipal Building in the amount of \$13,700.00.

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 DeLorenzo		X	X			
Deputy Mayor Doyle			X			
Committeeman Kocubinski			X			
Committeeman O'Donnell	X		X			
Mayor DeBaecke			X			

2020-49 Resolution Accepting Quote From Moffat Construction Co. Inc. for Schoolhouse Road Park Concession Stand Repairs

**RESOLUTION 2020-49**  
**TOWNSHIP OF NORTH HANOVER**  
**COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM MOFFAT CONSTRUCTION CO. INC. FOR SCHOOLHOUSE ROAD PARK CONCESSION STAND REPAIRS**

WHEREAS, the Township of North Hanover desires to make repairs to the concession stand located in the Schoolhouse Road Park; 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 Moffat Construction Co. Inc.; 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 Moffat Construction Co. Inc., LLC, for Repairs to the Schoolhouse Road Concession Stand in the amount of \$3,275.00.

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 DeLorenzo	X		X			
Deputy Mayor Doyle		X	X			
Committeeman Kocubinski			X			
Committeeman O'Donnell			X			
Mayor DeBaecke			X			

**RESOLUTION 2020-50  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**AMENDING CHAPTER 19 ENTITLED 'FEES' OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF NORTH HANOVER**

**WHEREAS**, Ordinance 2006-01 was duly adopted by the Township Committee of the Township of North Hanover on February 23, 2006; and

**WHEREAS**, the ordinance allows for any amendments to Chapter 19, entitled "Fees" to be adopted by majority vote of the governing body without the need for formal ordinance procedures; and

**WHEREAS**, the Governing Body has determined that the fees for Off-Duty Police Officers and related expenses should be adjusted as follows:

Section 19-030.1

M. MISCELLANEOUS FEES

Off-Duty Police Officer Pay and Related Expenses

Contracts signed at least twenty-four (24) hours in advance of assignment:

Officers hourly rate   \$70.00 per hour Monday-Friday\*\*  
                                  \$97.50 per hour Saturday/Sunday  
                                  \$97.50 per hour Holiday

Administrative costs   \$15.00 per hour\*

\* In the event Chief of Police arranges with Police agencies from surrounding communities for assistance in providing an off-duty detail, the \$15.00 per hour administrative fee shall be paid such that North Hanover Township shall receive \$9.00 per hour for costs associated with scheduling, invoicing and related administrative duties and \$6.00 shall be paid to the assisting community.

Patrol Vehicle           \$150.00 per vehicle per day for the first eight (8) hours of a duty assignment plus \$50.00 per vehicle for each four (4) hour increment above the initial eight (8) hours

- \*\* 1. If job exceeds eight (8) hours in a day, the police officer(s) shall receive \$97.50 per hour worked after eight (8) hours
- 2. If a private employer or entity cancels a job at least two (2) hours prior to the scheduled start time, it will not be responsible for any rate for officer time for said cancellation
- 3. If a private employer or entity cancels a job with less than two (2) hours' notice, it will be charged for four (4) hours as follows:
  - a. \$280.00 per police officer
  - b. \$60.00 administrative fee; and
  - c. \$150.00 per police vehicle per day.
- 4. For purposes of this section, the term "day" is defined as a twenty-four (24) hour period commencing 12 midnight to 11:59:59 PM. A new day commences at 12 midnight, thereby requiring an additional police vehicle fee of \$150.00 at 12 midnight if a police vehicle is utilized beyond 11:59:59 PM.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of North Hanover, County of Burlington, that the change in the fees for Off-duty Police Officers and related expenses be and are hereby approved and adopted; and

**BE IT FURTHER RESOLVED** that this Resolution shall take immediately upon its adoption.

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

**DISCUSSION**

- Zoning Ordinance Chapter 16, 16-200.1 (C) “Poultry or Livestock Shelter” – Mayor DeBaecke reviewed the discussion at the JLUB meeting. He noted the intent was to change the set back from 100 feet to 25 feet. Committeeman O’Donnell noted even with 2 acres of property, as written, the ordinance does not allow chickens. He would like to make it more realistic. Attorney Roselli inquired would there be a zone limit. Mayor DeBaecke noted it is not a problem in this agricultural community and it was affecting several residents. Attorney Roselli gave scenarios of issues that could arise and could have to be re-addressed at a later date. Committeeman O’Donnell excused himself at 7:20 p.m. Attorney Roselli will have an introduction ready for next meeting.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman DeLorenzo made note that the former mobile home owner of Spartan Village eliminated trailers from one park and added the spots to another he owned.

Deputy Mayor Doyle thanked the EMTS who helped his father in law.

Mayor DeBaecke noted he spoke with Freeholder Hines and she indicated another round of Park grants would be issued at a later date. He solicited Committee member assistance in being the 2020 census contact. Committeeman Kocubinski stated he would take on the role.

**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: Committeeman DeLorenzo

Seconded By: Deputy Mayor Doyle

**EXECUTIVE SESSION RESOLUTION**

2020-51 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 Matters and Litigation matters

**RESOLUTION 2020-51  
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 DeLorenzo	<b>X</b>		<b>X</b>			
Deputy Mayor Doyle			<b>X</b>			
Committeeman Kocubinski		<b>X</b>	<b>X</b>			
Committeeman O'Donnell						<b>X</b>
Mayor DeBaecke			<b>X</b>			

**BACK TO PUBLIC SESSION**

**MOTION TO ADJOURN**

**7:30 pm**

Proposed By: Committeeman DeLorenzo  
 Seconded By: Committeeman Kocubinski

*Respectively submitted,*

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