

NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
January 18, 2024 7:00 P.M.

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

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 O'Donnell
Committeeman Doyle
Committeeman Forsyth
Committeeman Kocubinski

Absent: None

Also Present: Township Clerk Mary 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: Mayor DeBaecke
Seconded By: Deputy Mayor O'Donnell

REVIEW OF CORRESPONDENCE

There was no correspondence this evening.

ENGINEER'S REPORT

Engineer Hirsh reported he was awaiting pricing for additional roadway striping on Meany Road. He noted he was finalizing the SPP Plan and Stormwater Infrastructure map. He stated he would need to survey the outfall locations. He stated he has submitted for reimbursement of the FY22 DCA LRI grant. After discussion, there was a general consensus to submit for basketball court resurfacing, fence and benches for the FY24 DCA LRI grant. Engineer Hirsh also noted the FY24 CDBG grant awards have not been announced. He stated he would be processing the close out of the FY21 NJDOT project and the FY22 project. He noted the FY23NJDOT project was ready to bid and the FY24NJDOT was submitted and he was awaiting approval to bid. He stated the AQUA conformance plans, for Spartan Village, were submitted and reviewed. He is awaiting the submission of the plans for signature.

DEPARTMENT REPORTS FOR DECEMBER 2023

- a. Tax Collector
- b. Construction, Zoning & Mobile Homes (and Year End)

- c. North Hanover Court
- d. Jacobstown Volunteer Fire Company (and Year End)
- e. Fire Official (and Year End)
- f. Police Department

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

MINUTES FOR APPROVAL

- December 21, 2023 – Regular Meeting

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

- January 4, 2024 – Reorganization Meeting

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

BILLS AND CLAIMS FOR APPROVAL

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

2024-26 Resolution Appointing Recreation Advisory Committee Members

**RESOLUTION 2024-26
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

APPOINTMENT RECREATION ADVISORY COMMITTEE MEMBERS

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 Recreation Advisory Committee has vacancies created by resignations of individuals or by term expirations; and

WHEREAS, it is the desire of the North Hanover Township Committee to fill the vacancies

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

RECREATION ADVISORY COMMITTEE

NAME	TITLE	TERM EXPIRATION
Alexandra DeGood	Chairman - Term 1/1/2024-12/31/2024 Registration/Events/Baseball/Sponsorships	12/31/2024 (3 Year)
Courtney Szmanski	Vice Chairman – Term 1/1/2024-12/31/2024 Secretary/ Events	12/31/2024 (3 Year)

Zach Boyce	Basketball	12/31/2024 (3 Year)
John Kocubinski	Twp. Committee Liaison Recreation Commissioner	12/31/2024 (1 Year)
Jennifer Lobue	Adult Sports/Events	12/31/2025 (3Year)
VACANT		
Casey Noble	Community Events	12/31/2025 (3 Year)
Brook J. Loftus	Soccer/Photography	12/31/2024 (3 Year)
Stephanie Patterson	Community Events	12/31/2025 (3 Year)
VACANT		12/31/2024 (3Year)
VACANT		
Christina Janis	Community Events	12/31/2026 (3 Year)
Christian Janis	Fields/Softball/Sponsorships/NBIAA Rep	12/31/2026 (3 Year)

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

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

2024-27 Resolution Authorizing the Burlington County Division of Mosquito Control to Administer Aerial Surveillance and Treatment Program

**RESOLUTION 2024-27
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING THE BURLINGTON COUNTY DIVISION OF
MOSQUITO CONTROL TO ADMINISTER AERIAL SURVEILLANCE AND
TREATMENT PROGRAM**

WHEREAS, the Township Committee of the Township of North Hanover does hereby authorize the Burlington County Division of Mosquito Control to apply pesticides from aircraft to control mosquitoes over portions of North Hanover Township; and

WHEREAS, the Township Committee of the Township of North Hanover understands that all pesticides used are registered with the NJDEP for aerial application by the State and the USEPA; and

WHEREAS, the Township Committee of the Township of North Hanover further understands that the areas being treated are only those found to have a significantly high mosquito population and may present either a public health nuisance or disease factor;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of North Hanover that it hereby approves and authorizes the Burlington County Division of Mosquito Control to administer aerial surveillance and a treatment program to North Hanover Township and hereby authorizes the Mayor and/or Township Clerk to execute the document to authorize said services;

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

1. Burlington County Department of Public Works Division of Mosquito Control

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

2024-28 Resolution Consenting to the Proposed Tri-County Water Quality Management (WQM) Plan Amendment

RESOLUTION 2024-28

**TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION CONSENTING TO THE PROPOSED TRI-COUNTY WATER
QUALITY MANAGEMENT (WQM) PLAN AMENDMENT**

WHEREAS, North Hanover Realty Partners Urban Renewal, LLC, received Land Use Board approval for development, which includes the orderly development of wastewater facilities on Block 602, Lot 9.02; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, conform with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure through the WQMP rules at N.J.A.C. 7:15-3.5 as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment publicly noticed in the New Jersey Register on January 16, 2024, for Sykesville North Hanover, Block 602, Lot 9.02 (proposed subdivision into Lots 9.021 - 9.025) (PI No. 435433, Activity No. AMD220005) has been prepared by the NJDEP, Bureau of NJPDES Stormwater Permitting and Water Quality Management, Division of Watershed Protection and Restoration;

NOW, THEREFORE, BE IT RESOLVED on this 18th day of January , 2024, by the Township Committee of the Township of North Hanover that:

1. The Township Committee of the Township of North Hanover hereby consents to the Sykesville North Hanover amendment, and publicly noticed in the New Jersey Register on January 16, 2024, prepared by the NJDEP, Bureau of NJPDES Stormwater Permitting and Water Quality Management, Division of Watershed Protection and Restoration, for the purpose of its incorporation into the applicable WQM plan(s).

2. This consent shall be submitted to the NJDEP pursuant to N.J.A.C. 7:15-3.5(g)6.

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

NON-CONSENT AGENDA

2024-29 Resolution Accepting Proposal from Environmental Resolutions Inc. Engineers for FY24 NJDOT Ivy Lane and Chestnut Drive Improvements

**RESOLUTION 2024-29
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE PROPOSAL FROM ENVIRONMENTAL RESOLUTIONS
INC. ENGINEERS FOR FY2024 NJDOT IVY LANE AND CHESTNUT DRIVE
IMPROVEMENTS**

WHERAS, Environmental Resolutions Inc. has submitted a proposal dated January 4, 2024 for engineering services for the FY 2024 NJDOT Ivy Lane and Chestnut Drive Improvements ; and

WHEREAS, it is the desire of the Township Committee to accept the proposal from Environmental Resolutions Inc. Engineers for FY2024 NJDOT Ivy Lane and Chestnut Drive Improvements , in an amount not to exceed \$16,500.00; and

WHERAS, 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 Environmental Resolutions Inc. Engineers, in an amount not to exceed \$16,500.00 to provide engineering services for the FY2024 NJDOT Ivy Land and Chestnut Drive Improvement Project– Base Plan, Bid Documents and Construction Services.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman Doyle		X	X			

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

2024-30 Resolution Authorizing Township Clerk to Execute the Annual Dog License Maintenance Agreement for the Munidex System

**RESOLUTION 2024-30
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

AUTHORIZING TOWNSHIP CLERK TO EXECUTE THE ANNUAL DOG LICENSE MAINTENANCE AGREEMENT FOR THE MUNIDEX SYSTEM

WHEREAS, the Township Clerk's Office manages the annual dog licensing utilizing software called Munidex; and

WHEREAS, each year the software company called Munidex, Inc. requires an annual maintenance agreement be executed to oversee said software;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey, that the Township Clerk is authorized by the Township Committee to sign the form document submitted by Munidex Inc. in order to accomplish the necessary maintenance of our municipal dog licensing for the 2024 calendar year.

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

2024-31 Resolution Authorizing the Summer Recreation Camp Director to Pay in Advance of a Township Committee Meeting Certain Summer Camp Expenditures

**RESOLUTION 2024-31
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AUTHORIZING THE SUMMER RECREATION CAMP DIRECTOR TO PAY IN ADVANCE OF A TOWNSHIP COMMITTEE MEETING CERTAIN SUMMER CAMP EXPENDITURES

WHEREAS, from time to time there arises the need for the Summer Recreation Camp Director to make purchases for the Summer Recreation Camp Program; and

WHEREAS, at times said purchases necessitate a need to be purchased in advance of a Township Committee meeting in which approval for said purchases would be typically granted;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of North Hanover that the Director for the 2024 Summer Recreation Camp Program hereby have the consent of the Township Committee to make the following purchases in advance of a Township Committee meeting of which indicates a dollar amount not to exceed:

EXPENDITURES FOR SUMMER RECREATION PROGRAM

BJ'S	\$ 500
The Rink	\$3,000
Fun Plex	\$8,000
Laurel Lanes	\$2,500
Movies	\$3,000
Chucky Cheese	\$5,000
Charleston Swim Club	\$1,500
Willowdale Swim Club	\$3,000
Top Golf	\$1,000
Urban Air	\$2,500
Total	\$30,000

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

2024-32 Resolution Authorizing Refund of Tax Sale Premium

**RESOLUTION 2024-32
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

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

WHEREAS, Tax Sale Certificate#21-00003 was redeemed on December 29, 2023 in the amount of \$28,576.92; and

WHEREAS, WSFS CUST LVTLOPS%FIRSTTRUST paid tax sale premium, in the amount of \$25,000.00, 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 \$25,000.00 to WSFS CUST LVTLOps %FIRSTTRUST; for Lien#21-00003, Block 800 Lot 70.02, commonly known as 146 Meany Road.

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

DISCUSSION

- Roads and Grounds Service and Maintenance Supervision Bid - After discussion, Engineer Hirsh wanted to review the current contract to ensure compliance with the new stormwater regulations. It was determined that if it does the Committee will extend.
- Brush Removal Services – Clerk Picariello noted the expiration of the contract. Committeeman Forsyth stated Herman’s is willing to continue to provide the services.
- 2024 Elected Official Seminar – Clerk Picariello noted the up-coming webinar that the Township Committee could complete at their leisure until May 2024.

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman Kocubinski discussed the Recreation Advisory Committee meeting. He noted the egg hunt would be March 30th, Memorial Day Parade May 25th, Trenton Thunder June 9th, Movie Night September 21st, Trunk or Treat October 26th and Tree lighting December 6th. He noted Alexandra is the Chairperson. He also noted safety concerns regarding old sports equipment. There was a general consensus to present quotes for new equipment and we could move forward. He stated they had concerns over the baseball fields and wanted to purchase a tractor and have the coaches utilize. Attorney Roselli stated this is a liability issue and not possible. Committeeman Kocubinski expressed concerns over the agreement of North Hanover maintaining the fields. Attorney Roselli gave an explanation. Committeeman Doyle noted that most of the time the issue with field maintenance has been the weather. There was a general consensus to explore hiring a separate contractor to address the baseball fields. Committeeman Forsyth offered to get some quotes. There was also a request of a new volleyball program. It was noted more information was needed and this would be discussed at a later date. Committeeman Kocubinski noted the advisory committee is very much appreciated.

Committeeman Forsyth noted mother nature is busy and wished everyone safety during weather events.

Deputy Mayor O'Donnell reported the EMS department is doing well and has exceeded the Township’s financial planning. He noted he was working on another project and would report at a later date.

Mayor DeBaecke noted with the impending snow everyone needs to be mindful.

PUBLIC PARTICIPATION

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

Mayor Forsyth 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 Forsyth

EXECUTIVE SESSION RESOLUTION

2024-33 Authorizing a Closed Session Meeting to discuss the following matter(s) pursuant to N.J.S.A. 47:1A-1 and N.J.S.A. 10:4-12 Contract Matter, Personnel and Litigation matters

**RESOLUTION 2024-33
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 Doyle			X			
Committeeman Forsyth			X			
Committeeman Kocubinski			X			
Deputy Mayor O'Donnell		X	X			
Mayor DeBaecke	X		X			

MOTION TO ADJOURN

8:11 pm

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

Respectively submitted,

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