

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
AUGUST 15, 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 followed by a moment of silence

INVOCATION: Mr. Wayne Voorhees offered prayers for the volunteers of North Hanover whom presented successful events for the youth. He offered prayers for the County, State and Township.

ROLL CALL: Mayor DeBaecke
Committeeman Doyle
Committeeman Forsyth
Committeeman Kocubinski

Absent: Deputy Mayor O'Donnell

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: Committeeman Doyle
Seconded By: Mayor DeBaecke

REVIEW OF CORRESPONDENCE

1. New Jersey Pinelands Commission review of Ordinance 2024-11 – Clerk Picariello noted the Pinelands Commission found the Ordinance raised on issues with the CMP standards.

ENGINEER'S REPORT

Engineer Hirsh reported he investigated a sinkhole near Lee Court. He noted he was unable to get the camera to the point of the sinkhole. He stated what he could see the pipe appeared to be in good condition. He recommended, due to the shallow nature of the pipe, the Public Works contractor should excavate the area and verify the condition of the stormwater piping. He noted the FY20 Municipal Parks grant bids would be received on September 4th along with the FY24 Local Recreation Improvement Grant Project and the replacement of the doors at the Municipal Building. He noted the pre-con meetings were set for the FY23 and FY24 NJDOT projects.

DEPARTMENT REPORTS FOR JULY 2024

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

MINUTES FOR APPROVAL

- August 1, 2024 – Regular Meeting

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			

- August 1, 2024 – Executive Session

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			

BILLS AND CLAIMS FOR APPROVAL

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			

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.

2024-127 Resolution Appointing Deputy Court Administrator

**RESOLUTION 2024-127
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION APPOINTING
DEPUTY COURT ADMINISTRATOR**

WHEREAS, there is a need for a full-time employee for the North Hanover Township Municipal Court; and

WHEREAS, the Mayor and Township Committee desire to hire Rahkia Green to work on a full-time basis commencing September 3, 2024, at a salary of \$35,000.00 per year in the position of Deputy Court Administrator for the North Hanover Court for the Township of North Hanover; and

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

- 1) That Rahkia Green shall be hired to work full-time commencing on September 3, 2024 in the North Hanover Township Municipal Court for the position of Deputy Court Administrator; and
- 2) That the salary for Rahkia Green shall be \$35,000.00 per year; and

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

1. Personnel File of Rahkia Green
2. Chief Financial Officer
3. Municipal Court Judge

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			

2024-128 Resolution Amending and Supplementing the Manual of Rules and Regulations for the Township of North Hanover Police Department

**RESOLUTION 2024-128
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**AMENDING AND SUPPLEMENTING THE MANUAL OF RULES AND REGULATIONS
FOR THE TOWNSHIP OF NORTH HANOVER POLICE DEPARTMENT**

WHEREAS, the Township of North Hanover has adopted a Manual of Rules and Regulations for the Township of North Hanover Police Department; and

WHEREAS, in accordance with N.J.S.A. 40A:14-118 and Rule 1:1.2 of the Manual, the Township may by Resolution amend or revoke any of the rules, regulations, or procedures previously adopted, and

WHEREAS, the Township Committee desires to adopt the Standard Operating Procedures (S.O.P.) numbered and entitled as follows:

<u>Number</u>	<u>Entitled</u>
67	Special III Law Enforcement Officer
68	North Hanover Township Municipal Courtroom Safety Plan

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington, that the above changes to the Manual of Rules and Regulations for the Township of North Hanover Police Department here hereby adopted.

BE IT FURTHER RESOLVED that in the event that any portion of this resolution is determined to be invalid, such determination shall not affect the remaining portions of the resolution, which are hereby declared to be severable.

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			

2024-129 Resolution Appointing Part-Time Custodian

**RESOLUTION 2024-129
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

APPOINTMENT OF PART-TIME CUSTODIAN

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:

Part-Time Custodian ~ Jared Robinson

Effective Date of Employment: 08/15/2024

BE IT FURTHER RESOLVED, that the above-named position will be compensated at a rate of \$18.00 per hour, not to exceed 10 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			

2024-130 Resolution Canceling Taxes

**RESOLUTION 2024-130
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION CANCELING TAXES

WHEREAS, the United States Department of Veteran Affairs has classified George Villano as 100% Permanently and Totally Disabled; and

WHERAS, by application from Jay Renwick, Tax Assessor in the Township of North Hanover, the said exemption is granted from June 3, 2024; and

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

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

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

BLOCK 501	LOT 32	2024	\$ 3,730.13
		1st half 2025	\$ 3,197.24

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

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

NON-CONSENT AGENDA

2024-131 Resolution Approving Shared Services Agreement Between the Township of North Hanover and the North Hanover Township Board of Education for Class III Special Law Enforcement Officers

**RESOLUTION NO. 2024- 131
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION APPROVING SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF NORTH HANOVER AND THE NORTH HANOVER TOWNSHIP BOARD OF EDUCATION FOR CLASS III SPECIAL LAW ENFORCEMENT OFFICERS

WHEREAS, the Township of North Hanover and the North Hanover Township Board of Education (the “BOE”) previously entered into a Shared Services Agreement under which the

Township agreed to provide School Resource Officers in the school district to be managed by the North Hanover Township Police Department; and

WHEREAS, the BOE approached the Township about renewing this program, and the Township and BOE agree that it is in the mutual best interest of the Township and the North Hanover School District (the “School District”) to re-establish a Class III Special Law Officer (SLEO III) program; and

WHEREAS, the Township and BOE find it to be a benefit to the students and faculty to maintain a police officer presence within the School District to promote their mutual public purposes and best interests by the entering into a shared services agreement for the provision of Class III Special Law Enforcement Officers by the Township to the School District; and

WHEREAS, the Township and BOE 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 Township and BOE for an initial term, effective September 1, 2024 to June 30, 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 public entity 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 the Township of North Hanover and the Township of North Hanover Board of Education for Class III Special Law Officers, 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 Secretary for the North Hanover Township Board of Education.

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

2024-132 Resolution Approving Shared Services Agreement Between the Township of North Hanover and Township of New Hanover for Construction Code Related Services

**RESOLUTION NO. 2024-132
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION APPROVING SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF NORTH HANOVER AND TOWNSHIP OF NEW HANOVER FOR CONSTRUCTION CODE RELATED SERVICES

WHEREAS, New Hanover Township, Burlington County is responsible for providing Construction Code services for its residents; and

WHEREAS, New Hanover Township, Burlington County desires to contract with the North Hanover Township for the provision of such Construction Code services; and

WHEREAS, North Hanover Township is agreeable to providing those services to New Hanover Township, Burlington County, upon certain other specified conditions; and

WHEREAS, the *Uniform Shared Services and Consolidation Act*, N.J.S.A. 40A:65-1 et seq., permits local units of this State to enter into shared services agreements with any other local unit for the joint provision within their combined jurisdictions of any service which any party to the agreement is empowered to provide within its own jurisdiction; and

WHEREAS, N.J.A.C. 5:25-4.6 authorizes two municipalities to administer and enforce the Construction Code services and the applicable regulations and sub-codes under the regulations; and

WHEREAS, North Hanover Township and New Hanover Township, Burlington County, 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 North Hanover Township and New Hanover Township or an initial one-year term, effective September 1, 2024 and ending August 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 public entity 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 the Township of North Hanover and the Township of New Hanover for Construction Code Related 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 Clerk for the New Hanover Township, Burlington County.

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

DISCUSSION

- Long Beach Township request for “A Call to Action” regarding Atlantic Shores Offshore Wind Project – Clerk Picariello reviewed the request from the Long Beach Township Mayor. After discussion, there was a general consensus to prepare Resolution for the September 5th meeting.

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman Kocubinski noted the Recreation Advisory Committee was meeting this evening and he would have further information next meeting. He notes the Movie night will be held September 20th. He stated several current members will not be serving moving forward. He stated a new member, Liva Parks, would be starting. He noted the difficulties in getting coaches and other volunteers. He stated if we want to continue the programs this will have to be addressed.

Committeeman Doyle thanked the Clerk, Attorney, Chief and Schoolboard for working together for the CLASS III SLEO position. He believes the students and staff deserve to be safe in their environment.

Mayor DeBaecke also expressed appreciation for the Class III SLEO positions. He noted summer is winding down fast and was pleased that the Summer Camp was well attended.

PUBLIC PARTICIPATION

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

Mayor DeBaecke opened the meeting to the public.

Mr. Wayne Voorhees noted he would not be in attendance at next meeting.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Mayor DeBaecke

Seconded By: Committeeman Kocubinski

EXECUTIVE SESSION RESOLUTION

2024-133 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 **Court Personnel Matter**, Contract Matter, Personnel and Litigation matters

**RESOLUTION 2024-133
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 **Court 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 Doyle	X		X			
Committeeman Forsyth		X	X			
Committeeman Kocubinski			X			
Deputy Mayor O'Donnell						X
Mayor DeBaecke			X			

MOTION TO ADJOURN TO ENTER INTO EXECUTIVE SESSION

7:18 pm

Proposed By: Committeeman Doyle

Seconded By: Committeeman Forsyth

Respectively submitted,

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