

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
February 6, 2025 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 asked for prayers for those affected by the recent air transportation tragedies. He asked for strength for those in Philadelphia as they recover. He asked for blessings for our Country, State and the community of North Hanover Township.

ROLL CALL: Mayor DeBaecke
Deputy Mayor Doyle
Committeeman Forsyth
Committeeman Giberson
Committeeman Palombi

Absent:

Also Present: Deputy Township Clerk Caitlin Decker 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 Burlington County Times and The Courier Post 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: Committeeman Palombi

Mayor DeBaecke stated the Chief of Police was present this evening to discuss the Lexipol Police Policy Management System. He was moving this discussion item to now. Deputy Mayor Doyle noted the Chief and himself met with Mr. Brian Coulorio, the representative from Lexipol. Deputy Mayor Doyle gave an overview of the companies’ abilities in assisting police departments. He noted they will bring the Department policies up to date with State and Federal regulations. They will also review the Departmental policies and codify them into one document. Chief Mellor noted they would take the older policies out and get everything in one place to make a standardized platform. He noted this was essential to good management and

practices. He noted there is currently no digital version. Attorney Roselli noted they would be re-writing all the policies and the police department currently has 67 of their own policy/procedures. Attorney Roselli noted he has experience, in other Towns, with this company. Deputy Mayor Doyle noted this would be the first step in getting the Police Department accredited. He also noted the initial cost would be \$30,000.00 and accreditation would be \$14,500.00. This could be done in phases. He noted there is an annual maintenance program also available. Deputy Mayor Doyle stated this would assist with liability issues and be cost saving in the long run. Committeeman Palombi inquired if the maintenance part is something that could be entered into at a later date. Deputy Mayor Doyle noted yes. He also noted an ongoing software system entitled Power DMS and reviewed its capabilities. Chief Mellor reviewed the communication ability the system has. He noted this would assist him in communications with his officers. Deputy Mayor Doyle noted he has not solicited pricing yet, on the Power DMS system. He also noted from a technological standpoint our Department was behind. Deputy Mayor Doyle noted he spoke with the CFO and it could be addressed in the Budget. There was a general consensus to further explore.

JAY RENWICK, TAX ASSESSOR - DISCUSSION REGARDING REVALUATION/TAX MAPS

Mr. Renwick was present this evening to explain some issues regarding with revaluation that will be forth-coming. He gave an overview to the Township Committee. He noted this would be a few years out but that planning needs to begin now. He noted tax map digitization is the first step. Ms. Kat Villacis from Environmental Engineers reviewed the tax map digitization process and the need for it. Attorney Roselli also gave an overview of the benefits of a digitized tax map as it relates to the GIS system. Mr. Renwick noted the maps have not been properly maintained in North Hanover and need updated. He estimates it will be around \$150,000 to conduct a revaluation.

REVIEW OF CORRESPONDENCE

There was no correspondence this evening.

ENGINEER’S REPORT

Ms. Kat Villacis reported the FY20 Municipal Parks grant project was awaiting the arrival of the benches for the gazebo. She also noted the FY24 DCA Local Recreation Grant is awaiting spring construction. She also reported the FY25 DCA Local Recreation Grant has been submitted and we were awaiting awards. The electric preparation work has been completed for the installation of the new Municipal Building doors. She also reported that the request for final payment and close out documentation has been requested for the FY25 NJDOT project.

MINUTES FOR APPROVAL

- December 19, 2024 – Regular Meeting – These minutes were continued until the next regular meeting.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle		X	X			
Committeeman Forsyth			X			
Committeeman Giberson					X	
Committeeman Palombi					X	
Mayor DeBaecke	X		X			

- January 16, 2025 – Regular Meeting

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle		X	X			
Committeeman Forsyth					X	
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke	X		X			

- January 16, 2025 – Executive Session

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle		X	X			
Committeeman Forsyth					X	
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke	X		X			

- January 29, 2025 Special Meeting

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle		X	X			
Committeeman Forsyth			X			
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke	X		X			

BILLS AND CLAIMS FOR APPROVAL

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle		X	X			
Committeeman Forsyth			X			
Committeeman Giberson			X			
Committeeman Palombi			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.

2025-37 Resolution Authorizing Approval of a Fire Company Members Enrollment into New Jersey Firemen’s Association

**RESOLUTION 2025 -37
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING APPROVAL OF A FIRE COMPANY MEMBERS
ENROLLMENT INTO NEW JERSEY STATE FIREMEN’S ASSOCIATION**

BE IT RESOVLED, by the Township Committee of the Township of North Hanover that we hereby approve and authorize the following Fire Company members to enroll in the New Jersey State Firemen’s Association:

JOSEPH D. DODD

BE IT FURTHER RESOLVED that the Township Committee hereby authorized the Township Clerk to certify said membership applications.

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

1. Fire Chief

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle	X		X			
Committeeman Forsyth			X			
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke		X	X			

2025-38 Resolution Appointing a Deputy Municipal Clerk for North Hanover Township

**TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON
RESOLUTION NO. 2025- 38**

RESOLUTION APPOINTING DEPUTY MUNICIPAL CLERK FOR NORTH HANOVER TOWNSHIP

WHEREAS, Township Code Section 2-020.10 establishes the office of deputy municipal clerk for the Township of North Hanover; and

WHEREAS, in accordance with N.J.S.A. 40A:9-135, the Township Committee desires to appoint Scout Beyer as Deputy Municipal Clerk for the Township of North Hanover effective as of February 10, 2025 and terminating February 28, 2025, with all commensurate duties associated with said position, as established by the Township Code Section 2-020.10, any amendments thereto and under all relevant state statutory authority, at a pro-rated annual salary of \$70,000.00 per annum; and

WHEREAS, the Township Committee also desires to appoint Scout Beyer to the positions of Deputy Registrar of Vital Statistics and Deputy Tax Collector for the Township of North Hanover, effective as of February 10, 2025, at no additional salary; and

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington County, State of New Jersey that it does hereby appoint Scout Beyer as Deputy Municipal Clerk of the Township of North Hanover commencing February 10, 2025 and terminating February 28, 2025 at a pro-rated annual salary

of \$70,000.00 per annum, plus all of the rights and benefits afforded to all full-time employees of the Township of North Hanover.

BE IT FURTHER RESOLVED by the Township Committee that it does hereby also appoint Scout Beyer to the positions of Deputy Registrar of Vital Statistics and Deputy Tax Collector for the Township of North Hanover, effective as of February 10, 2025, at no additional salary.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to the Chief Financial Officer and Township Treasurer.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle	X		X			
Committeeman Forsyth			X			
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke		X	X			

2025-39 Resolution of the Township of North Hanover requesting Assignment of Farmland Preservation Easement for Block 201 Lot 10.43 to the County of Burlington, State of New Jersey

**RESOLUTION 2025-39
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION OF THE TOWNSHIP OF NORTH HANOVER REQUESTING ASSIGNMENT OF FARMLAND PRESERVATION EASMENT FOR BLOCK 201 LOT 10.43 TO THE COUNTY OF BURLINGTON, STATE OF NEW JERSEY

WHEREAS, Province Line Farm, LLC filed an application (the “Application”) with the North Hanover Township Joint Land Use Board (the “Board”) for Preliminary and Final Major Subdivision Approval for a Planned Unit Residential Development (“PURD”) for an approximately 106.006-acre site shown on the North Hanover Township tax map as Block 201, Lot 10 and that is located in the Township’s R-A Zoning District (the “Property”); and

WHEREAS, the Application would, in part, create an approximately 53.5-acre lot preserved for active farmland by way of an agricultural restriction (the “Agricultural Deed Restriction Easement”), in accordance with the Township’s PURD clustering ordinance and relevant provisions of the Municipal Land Use Law (the “MLUL”); and

WHEREAS, Province Line Farm, LLC received Preliminary and Final Major Subdivision approval from the North Hanover Township Joint Land Use Board on August 24, 2022; and

WHEREAS, said approval required the creation of the approximately 53-acre lot preserved for active farming by way of the Agricultural Deed Restriction Easement to be dedicated to the Township of North Hanover; and;

WHEREAS, the Township of North Hanover recognizes that possession and enforcement of said easement would be better managed by the County of Burlington, which has more experience and resources to monitor and enforce the terms of the easement; and

WHEREAS, the Township Committee has therefore determined to officially request that the County of Burlington accept an assignment of the Agricultural Deed Restriction Easement from the Township of North Hanover for the reasons set forth hereinabove.,.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey, that it does hereby respectfully request the County of Burlington to accept an assignment of said Agricultural Deed Restriction Easement, subject to the Township and County finalizing an appropriate procedure for said assignment, including execution of any assignment agreement that may be required and finalizing the terms and conditions of the Agricultural Deed Restriction Easement.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle	X		X			
Committeeman Forsyth			X			
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke		X	X			

NON-CONSENT AGENDA

2025-40 Resolution Amending Resolution 2025-34 entitled “Resolution Authorizing the Summer Camp Director to Pay in Advance of a Township Committee Meeting Certain Summer Camp Expenditures”

**RESOLUTION 2025-40
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AMENDING RESOLUTION 2025-34 ENTITLED “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 2025 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
Hot Wheels	\$ 5,000
Fun Plex	\$12,000
Laurel Lanes	\$ 3,000
Chucky Cheese	\$ 5,000
Charleston Swim Club	\$ 1,500
Willowdale Swim Club	\$ 3,000
Top Golf	\$ 1,500

Urban Air

\$ 2,500

Total

\$34,000

COMMITTEE	MOTION	2ND	AYES	NAYS		ABSTAIN	ABSENT
Deputy Mayor Doyle	X		X				
Committeeman Forsyth			X				
Committeeman Giberson			X				
Committeeman Palombi		X	X				
Mayor DeBaecke			X				

2025-41 Resolution Authorizing the Refund of Tax Sale Premium

**RESOLUTION 2025-41
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

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

WHEREAS, Tax Sale Certificate#20-00003 was redeemed on January 31, 2025 in the amount of \$30,583.31; and

WHEREAS, Culmac Investors, Inc. paid tax sale premium, in the amount of \$8,000.00, 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 \$8,000.00 to Culmac Investors Inc for Lien#20-00003, Block 800 Lot 58, commonly known as 154 Monmouth Road.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle	X		X			
Committeeman Forsyth			X			
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke		X	X			

2025-42 Resolution Authorizing Execution of Contract for Animal Control Services with John E. Bilyk

**RESOLUTION 2025-42
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**AUTHORIZING EXECUTION OF CONTRACT FOR ANIMAL CONTROL SERVICES
WITH JOHN E. BILYK**

WHEREAS, the Township of North Hanover desires to retain the services of Animal Control for North Hanover Township; and

WHEREAS, Jan E. Bilyk qualifies as a professional in this field able to provide the services requested by the Township of North Hanover.

NOW, THEREFORE, BE IT RESOLVED BY THE Township Committee of North Hanover Township that the attached Contract be entered into with Jan E. Bilyk effective February 1, 2025 to expire at midnight on January 31, 2026.

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

1. Mary Picariello, Township Clerk
2. Jack Bruno, Chief Financial Officer
3. Richard Mellor, Chief of Police
4. Jan E. Bilyk

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle	X		X			
Committeeman Forsyth			X			
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke		X	X			

2025-43 Resolution Accepting Quote from Dittmer’s Nursery LLC for Baseball Field Maintenance for 2025 Baseball Season

**RESOLUTION 2025-43
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM DITTMER’S NURSERY LLC FOR
BASEBALL FIELD MAINTENANCE FOR 2025 BASEBALL SEASON**

WHEREAS, the Township of North Hanover requires the services of qualified contractor to drag and line baseball fields for game days during the upcoming baseball season for the baseball fields located in North Hanover Township; and

WHEREAS, the Township received a written proposal dated January 28, 2025 for the required services from Dittmer’s Nursery LLC, 322 Chesterfield Jacobstown Road, Wrightstown, New Jersey in the amount of \$75 per game per field, not to exceed \$2,250.00; and

WHEREAS, the proposal amount is less than the bid threshold and less than 15% of that amount; and

WHEREAS, the Township Committee recommends awarding a contract to Dittmer’s Nursery LLC in accordance with its quotation dated January 28, 2025, not to exceed \$2,250.00; 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 proposal dated January 28, 2025 from Dittmer Nursery, LLC and hereby awards a contract to Dittmer Nursery, LLC to drag and line baseball fields for game days during the upcoming baseball season for the baseball fields for the upcoming baseball season, in an amount not to exceed \$2,250.00.

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
Deputy Mayor Doyle			X			
Committeeman Forsyth				X		
Committeeman Giberson		X	X			
Committeeman Palombi			X			
Mayor DeBaecke	X		X			

DISCUSSION

- Lexipol – Police Policy Management – MAYOR MOVED TO THE BEGINNING OF MEETING

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman Giberson noted the police management platform is something that really needs to be considered. He believes it is beneficial to the Township.

Committeeman Forsyth noted the up-coming weather looks pretty messy and reminds everyone to take their time on the roads.

Mayor Doyle thanked the Committee for hearing out his request for the Police management software. He believes it will be beneficial and reduce liabilities.

Mayor DeBaecke noted the recent fatality in North Hanover. He stated the police management software is definitely something we need to explore. He noted we will begin the budget process shortly.

PUBLIC PARTICIPATION

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

Mayor DeBaecke opened the meeting to the public.

Mr. Wayne Voorhees offered best wishes to the new Committee members.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Mayor DeBaecke

Seconded By: Deputy Mayor Doyle

EXECUTIVE SESSION RESOLUTION

2025-44 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; **EMS Contract Matter, Code**

**Enforcement/Zoning Personnel Matter, Contract Matters, Personnel and
Litigation matters**

**RESOLUTION 2025-44
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 **EMS Contract Matter, Code Enforcement/Zoning 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
Deputy Mayor Doyle	X		X			
Committeeman Forsyth			X			
Committeeman Giberson			X			
Committeeman Palombi			X			
Mayor DeBaecke		X	X			

MOTION TO ADJOURN TO ENTER INTO EXECUTIVE SESSION

7:45 pm

Proposed By: Deputy Mayor Doyle

Seconded By: Committeeman Forsyth

Respectively submitted,

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