

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
April 3, 2025 7:00 P.M.**

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

**CALL TO ORDER**  
p.m.

Mayor DeBaecke called the meeting to order at 7:00

**FLAG SALUTE:**

Led by Mayor DeBaecke followed by a moment of silence

**INVOCATION:**

Mr. Wayne Voorhees lifted up the Recreation Committee for their upcoming Easter Egg Hunt and other upcoming events. He thanked the volunteers who are assisting with the event. He asked for blessing for North Hanover Township, our County and State.

**ROLL CALL:**

Mayor DeBaecke  
Deputy Mayor Doyle  
Committeeman Giberson  
Committeeman Palombi

Absent:

Committeeman Forsyth

Also Present: Township Administrator Joseph Bellina, Municipal Clerk Scout Beyer, Township Attorney Roselli and Township Engineer Villacis

**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**

**OPEN PUBLIC COMMENT**

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Deputy Mayor Doyle  
Seconded By: Committeeman Palombi

**REVIEW OF CORRESPONDENCE**

- BURLCO JIF – Safety Incentive Program

Administrator Bellina explained the annual financing the Township receives from the Burlington County JIF. He noted items that Township can purchase utilizing the funds and will discuss with the police department and buildings and grounds departments items that they need.

### **ENGINEER'S REPORT**

Engineer Villacis reported on the upcoming Stormwater Management Compliance deadlines and requirements. She reported that playground repairs have been completed at Green Acres Park. Benches were additionally delivered and are awaiting an installation date. Regarding the Local Recreation Improvement Grants, the FY24 project anticipates a spring construction start date and for FY25, they are awaiting grant award announcement. They are awaiting final payment and documents from the contractor to close-out the FY23 NJDOT Stewart Road/Ivy Lane Project. Committeeman Giberson confirmed with Engineer Villacis that his stormwater management training was completed. Engineer Villacis will confirm if the training is per term of members of the Committee or if it is an annual renewal.

### **MINUTES FOR APPROVAL**

- March 20, 2025 – Regular Meeting

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

### **BILLS AND CLAIMS FOR APPROVAL**

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

### **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.

2025-72      Resolution Appointing Full-Time Emergency Medical Technician

**RESOLUTION 2025-72**  
**TOWNSHIP OF NORTH HANOVER**  
**COUNTY OF BURLINGTON**

## **APPOINTMENT OF FULL-TIME EMERGENCY MEDICAL TECHNICIAN**

**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:

**EMT ~ Mark Lucio**

**Effective Date of Employment:** 04/06/2025

**BE IT FURTHER RESOLVED**, that the above-named positions will be compensated as per the Salary Ordinance and Collective Bargaining Agreement, at the rate of \$22.50 per hour.

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

2025-73 Resolution Appointing Qualified Purchasing Agent For The Township Of North Hanover And Establishing Bid Threshold For Qualified Purchasing Agent

**RESOLUTION NO. 2025-73**  
**TOWNSHIP OF NORTH HANOVER**  
**COUNTY OF BURLINGTON**  
**STATE OF NEW JERSEY**

**APPOINTING QUALIFIED PURCHASING AGENT FOR THE TOWNSHIP OF NORTH HANOVER AND ESTABLISHING BID THRESHOLD FOR QUALIFIED PURCHASING AGENT**

**WHEREAS**, P.L. 2009, C. 166, codified as N.J.S.A. 40A:11-2 et seq. supplementing and amending Chapter 11 of Title 40A of the New Jersey Statutes allows local contracting units in New Jersey to create the position of Qualified Purchasing Agent and increase the bid threshold; and

**WHEREAS**, by Ordinance No. 2025-04, the Township Committee of the Township of North Hanover created the position of Purchasing Agent within the Township of North Hanover; and

**WHEREAS**, there exists a desire to appoint a Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, no person may be appointed or reappointed as Qualified Purchasing Agent who does not possess a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs; and

**WHEREAS**, the Township Committee desires to appoint Joseph Bellina, who is qualified to hold the position, as Qualified Purchasing Agent, effective April 3, 2025, at no additional salary; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-3(a), the Township of Old Bridge desires to authorize the Qualified Purchasing Agent to award contracts on behalf of the Township of North Hanover up to the threshold amount adjusted by the Governor pursuant to N.J.S.A. 40A:11-3 (c), without the public advertising for bids.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that in accordance with N.J.S.A. 40A:11-3, it does hereby appoint Joseph Bellina as Qualified Purchasing Agent for the Township of North Hanover, effective as of April 3, 2025, on a part-time basis, at no additional salary, subject to and in accordance with Ordinance 2025-2024, to award contracts on behalf of the Township of North Hanover, that do not exceed the bid threshold amount adjusted by the Governor pursuant to N.J.S.A. 40A:11-3(c), without public advertising for bids.

**BE IT FURTHER RESOLVED** that in accordance with N.J.A.C. 5:34-5.2, that the Township Clerk is hereby authorized and directed to forward a certified copy of this resolution to Joseph Bellina, the Chief Financial Officer, and to the Director of the Division of Local Government Services.

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			

2025-74          Resolution Authorizing a Street Opening Permit

**RESOLUTION 2025-74**  
**TOWNSHIP OF NORTH HANOVER**  
**COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING STREET OPENING PERMIT**

**WHEREAS**, Gres Paving Company Inc. has submitted an application for a Street Opening Permit for 364 Jacobstown-Arneytown Road; and

**WHEREAS**, pursuant to Chapter 12, the Township Engineer, Joseph Hirsh of Environmental Resolutions Inc., has reviewed said application and recommends approval by the Township Committee; and

**WHEREAS**, pursuant to Chapter 19 “Fees” a fee of \$100 is required prior to the issuance of a Street Excavation Permit and has been received by the Township.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover that the application for a Street Excavation Permit to Gres Paving Company Inc. for the location known as 364 Jacobstown-Arneytown Road is hereby approved subject to the terms of the Township Engineer.

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

## **NON-CONSENT AGENDA**

2025-75          Resolution Approving Services Agreement With Microsystems-Nj.Com, LLC For Power Cama And ModIV Tax Assessor Software

### **RESOLUTION 2025-75 TOWNSHIP OF NORTH HANOVER COUNTY OF BURLINGTON**

#### **RESOLUTION APPROVING SERVICES AGREEMENT WITH MICROSYSTEMS-NJ.COM, LLC FOR POWER CAMA AND MOD IV TAX ASSESSOR SOFTWARE**

**WHEREAS**, the North Hanover Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey desires to upgrade the North Hanover Township Tax Assessor's Software Program; and

**WHEREAS**, the Township Tax Assessor has recommended that the Township enter into a services agreement with Microsystems-nj.com, LLC having an address at 985 Route 202-206, Bridgewater, New Jersey 08807, based upon the proposal submitted; and

**WHEREAS**, the Township Committee desires to memorialize its agreement with Microsystems LLC, by way of written agreement.

**NOW THEREFORE, BE IT RESOLVED**, that the Township Committee of the North Hanover Township, County of Burlington, State of New Jersey, hereby approves of a Services Agreement with Microsystems-nj.com, LLC having an address at 985 Route 202-206, Bridgewater, New Jersey 08807, for the setup and support of software for ModIV and Cama, at an annual rate of \$1,020.00 and the Mayor is hereby authorized to execute said agreement on behalf of North Hanover Township and the North Hanover Township Tax Assessor.

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			
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2025-76 Resolution Accepting Proposal From Environmental Resolutions Inc. For Professional Planning Services For Preparation Of The Township's 4<sup>th</sup> Round Housing Element And Fair Share Plan For Affordable Housing Obligations

**RESOLUTION 2025-76  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING PROPOSAL FROM ENVIRONMENTAL RESOLUTIONS INC. FOR PROFESSIONAL PLANNING SERVICES FOR PREPARATION OF THE TOWNSHIP'S 4<sup>TH</sup> ROUND HOUSING ELEMENT AND FAIR SHARE PLAN FOR AFFORDABLE HOUSING OBLIGATIONS**

**WHEREAS**, Environmental Resolutions Inc. submitted a proposal dated March 20, 2025, for professional planning services for preparation of the Township's 4<sup>th</sup> Round Housing Element and Fair Share Plan for its 4<sup>th</sup> round affordable housing obligations; and

**WHEREAS**, it is the desire of the Township Committee to accept the proposal from Environmental Resolutions Inc. to provide said professional planning services in accordance with the terms of the proposal in an amount not to exceed \$10,000.00; 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 Committee of the Township of North Hanover that it does hereby accept the March 20, 2025 written proposal from Environmental Resolutions Inc., in an amount not to exceed \$10,000.00 for professional planning services for preparation of the Township's 4<sup>th</sup> Round Regional Fair Share Affordable Housing Obligations, to include the preparation of 2025 Master Plan Housing Element Update and 4<sup>th</sup> Round Fair Share Plan.

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

**DISCUSSION**

Administrator Bellina discussed with the Township Committee the upcoming Stormwater Management requirements, which include street sweeping obligations. He received an estimated cost from Burlington County of \$10,000 which does not include the cost to dispose the material. He will obtain pricing information from private street sweeping entities. He noted several of the roads are required to be swept three times a year while the majority are required to be swept once. There are currently no plans for a local shared services option between neighboring municipalities as the cost to purchase and maintain a street sweeper is in excess of \$350,000.

## **TOWNSHIP COMMITTEE “COMMENTS”**

- Committeeman Palombi reported that the police department discarded obsolete items to make room in one of the garage bays.
- Mayor DeBaecke announced the upcoming Easter Egg Hunt hosted by the Recreation Committee on Saturday, April 5<sup>th</sup>. He discussed the timeslots, a total of 3,000 eggs to be placed in each slot and three (3) golden eggs designating a special prize for each slot.

## **PUBLIC PARTICIPATION**

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

Mayor DeBaecke opened the meeting to the public.

- Mr. Wayne Voorhees announced that he will be unable to attend the next meeting and wished the Township Committee and employees well during his absence.

## **MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Mayor DeBaecke

Seconded By: Deputy Mayor Doyle

## **EXECUTIVE SESSION RESOLUTION**

2025-77      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 2025-77 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
Deputy Mayor Doyle	<b>X</b>		<b>X</b>			
Committeeman Forsyth						<b>X</b>
Committeeman Giberson		<b>X</b>	<b>X</b>			
Committeeman Palombi			<b>X</b>			
Mayor DeBaecke			<b>X</b>			

**MOTION TO ADJOURN**

**7:24 pm**

Proposed By: Committeeman Palombi

Seconded By: Committeeman Giberson

***Respectively submitted,***

***Scout Beyer***

***Scout Beyer, RMC/CMR***

***Municipal Clerk***