# WEST AMWELL TOWNSHIP COMMITTEE MEETING April 7, 2021 Regular Meeting – 7:30 PM

# CALL TO ORDER AND STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

The regularly scheduled meeting of the West Amwell Township Committee was called to order at 7:30 PM. Present were Mayor Stephen Bergenfeld, Deputy Mayor James Cally, Committeemen John Dale, Gary Hoyer and Lucas Lyons along with Township Clerk Maria Andrews.

Clerk Andrews announced that this meeting is called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was faxed to the Hunterdon County Democrat and Trenton Times on January 14, 2021, was posted on the bulletin board in the Municipal Building on that date and has remained continuously posted as required under the Statute. A copy of this notice is and has been available to the public and is on file in the office of the Township Clerk.

# **AGENDA REVIEW BY TOWNSHIP CLERK**

Clerk Andrews noted that CFO Tom Carro had announced his retirement and the Committee needed to acknowledge his letter and authorize that the position be posted under New Business items.

#### **ANNOUNCEMENTS**

The following announcements were made:

- Recycling Tonnage Grant Money Received in the Amount of \$9300.00
- Kindly Turn Cell Phones Off During the Meeting

#### **PRESENTATION OF MINUTES**

A motion by Dale, seconded by Lyons to approve the Committee's 3/17/21 open and closed session minutes with no revisions noted was unanimously approved by voice vote.

# OPEN TO THE PUBLIC/TOPICS NOT ON THE AGENDA

Mayor Bergenfeld opened the floor to public comment. Seeing no members of the public come forward, he closed the floor to public comment.

# **SPECIAL PRESENTATIONS**

#### **Reports by Department Heads**

Tax Collector Brewi noted that 205 residents of West Amwell have benefitted from the State's Homestead rebate. She commented \$116,295.00 has been issued to the Township's residents for their 2018 rebate credit.

Clerk Andrews noted she had received an inquiry from the Technology Committee asking if the Committee was interested in a brief presentation on the new website at their meeting on 4/21/21. Mayor Bergenfeld indicated that a 15 minute presentation/overview would be beneficial.

# INTRODUCTION/PUBLIC HEARING ON ORDINANCES

<u>Introduction:</u> Ordinance 05, 2021 – AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF WEST AMWELL, COUNTY OF HUNTERDON, STATE OF NEW JERSEY

Mayor Bergenfeld read Ordinance 05, 2021 by title.

WEST AMWELL TOWNSHIP
Public Notice
Ordinance 05, 2021

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF WEST AMWELL, COUNTY OF HUNTERDON, NEW JERSEY.

SECTION 1

The following shall be the rate and ranges of compensation for the following officials and employees of the township for the year 2021.

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Mayor	
Committee	·
Township Clerk	\$55,500.00 - \$80,000.00
Plus \$35.00/hr. for special & emergency meetings	¢3,500,00, ¢3,500,00
Registrar of Vital Statistics	
Administrative Assistant	
Deputy Township Clerk	
Deputy Registrar of Vital Statistics Escrow Clerk	
Assessor	
Qualified Purchasing Agent	
Chief Financial Officer/Treasurer	
Certifying Officer for Pensions	
Assistant Treasurer	
Payroll Clerk	
,	
Planning Board Secretary	\$12,000.00 - \$18,000.00
Plus \$200.00 for each special meeting	¢200.00/monting
Deputy Planning Board Secretary	<del>-</del>
Board of Adjustment Secretary	\$7,500.00 - \$12,000.00
Plus \$200.00 each for special meeting	¢200 00/m a atima
Deputy Board of Adjustment Secretary	_
Board of Health Secretary	\$2,500.00 - \$4,500.00
Plus \$200.00 for each special & emergency meetings	¢3.500.00 ¢4.500.00
Dog Registrar	
Dog Census Takers	•
	\$325.00 mileage per district
Judge	\$11,850,00 - \$17,500,00
Court Administrator	
Court / Willingtrator	
Construction Code Official (West & East)	\$9,300.00 - \$31,000.00
Plumbing & Mechanical Sub-Code Official & Inspector	, , , , , , , , , , , , , , , , , , ,
(West & East)	\$7.225.00 - \$25.750.00
Electric Sub-Code Official & Inspector (West & East)	
Building Sub-Code Official & Inspector (West & East)	
Fire Sub-Code Official & Inspector (West & East)	
Fire Official	
Zoning Officer	
	45,250.00 45,000.00
Municipal Housing Liaison/AA	\$4,500.00 - \$7,500.00
Assistant Collector of Taxes	\$3,500.00 - \$10,000.00
Tax Collector	\$15,500.00 - \$25,000.00
General Office Secretary/Clerk	\$12.50 - \$18.00/hr
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Rabies Clinic – Secretarial	\$25.00 - \$35.00/hr per person
Open Space Secretary	\$13.50 - \$20.00/hr
Municipal Bldg. Custodian	\$275.00 - \$500.00/month
Building Custodian (Police)	\$12.50 – \$20.00/hr
Recycling Depot Manager	\$5,000.00 - \$10,000.00
Waste Security Officer	. \$13.25 - \$19.00/hr
Assistant Waste Security Officer	
Waste Security Laborer	\$12.50 - \$18.00/hr
Substitute Waste Security Laborers	

Violations Clerk Court Security Officer	\$18.50 - \$30.00/hr \$225.00 per court session
	\$30.00 - \$45.00/hr \$29.50 - \$40.00/hr
Construction/Zoning Office Assistant  Construction/Zoning Office Manager  Substitute T.A. – Construction/Zoning Office	. \$25,000.00 - \$55,000.00
Director of P.W. & Roads  Road Foreman  Grounds Maintenance Manager  Road Class A (10 or more years of service)  Road Class B (5-10 years of service)  Road Class C (Less than 5 years of service)  Road Laborer  Temporary Laborer  Summer DPW Workers	\$21.00 - \$30.00/hr \$38,500.00 - \$46,865.00 \$19.00 - \$30.00/hr \$18.00 - \$28.00/hr . \$18.00 - \$26.00/hr \$12.50 - \$18.00/hr
Police Administrative Secretary	\$15.00 - \$25.00/hr \$15.00 - \$20.00/hr \$25.00 - \$35.00/hr \$25.00 - \$35.00/hr \$15.00 - \$25.00/hr 6 a.m.

#### SECTION II

Definitions and Benefits are outlined in the West Amwell Township Policy Manual adopted December 28, 2005 with amendments through April 23, 2014

#### **SECTION III**

All Ordinances and parts of Ordinances inconsistent with this Ordinance are hereby repealed.

## **SECTION IV**

This Ordinance shall take effect after final adoption and publication according to the laws of the State of New Jersey.

<b>APPROVED</b>	RY T	OWNSHIP	COMMITTEE
, II I II O V L D	<b>D</b>	CVVIVSIIII	COMMITTEE

ATTEST:	Stephen Bergenfeld, Mayor
ATTEST.	

Maria Andrews, Township Clerk, RMC

A motion by Hoyer, seconded by Lyons to introduce Ordinance 05, 2021 upon first reading was unanimously approved by roll call vote.

Cally: Yes, Dale: Yes, Hoyer: Yes, Lyons: Yes, Bergenfeld: Yes

It was noted for the record that the public hearing on Ordinance 05, 2021 will be 4/21/21.

# **STANDING COMMITTEE REPORTS**

A. <u>Open Space:</u> John Cronce, Chairman of the Open Space Committee came forward and asked if there was any update on the easement language Attorney Campbell was going to look into. Mayor Bergenfeld

remarked that since the Attorney wasn't present at this evening's meeting he expected she would likely have an update at the 4/21/21 meeting.

Mr. Cronce also asked that the Attorney have an update on the barn on the Runkle property located on Route 179 that he believed was constructed without permits and without providing the Township with any plan showing its location which he thought was required under the guidelines of open space preservation.

Lastly, Mr. Cronce indicated Open Space would like the Committee's approval to purchase 18" x 24" signs to be located in Hewitt Park, the Calton subdivision and on the Municipal Building property advising people to keep their dogs on leashes and to scoop their dog's poop. It was noted for the record that the Committee supported the signage with Committeeman Dale suggesting 12 signs be purchased and Mayor Bergenfeld asking that Mr. Cronce check with Lt. Skillman on whether or not the actual leash statute needs to be on the sign for it to be enforceable.

- B. Environmental: No report given.
- C. Ag Advisory: No report given.
- D. Finance Committee: No report given.

#### UNFINISHED BUSINESS

- A. Update: PennEast Status It was noted for the record that no update was provided.
- B. Update: Website Status It was noted that Clerk Andrews will request the Technology Committee make a 15 presentation at the next meeting highlighting the features of the new website.
- C. Status of Possible Amendments to Chapter 88: Fire Prevention There was some discussion of proposed amendments to Chapter 88 with the Committee requesting Fire Safety Official Langon come to the Committee's 5/5/21 meeting to clarify some questions raised regarding the fee schedule for the life hazard use as well as some details on how annual inspections are being conducted.

# **NEW BUSINESS/OTHER**

Resolution #39-2021: Amending Resolution #97-2020: Proposed Redevelopment Area Along Route 31 It was noted for the record that both Mayor Bergenfeld and Committeeman Lyons recused themselves from this matter.

#### Resolution #39-2021

RESOLUTION OF THE TOWNSHIP OF WEST AMWELL, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY, AUTHORIZING THE TOWNSHIP OF WEST AMWELL PLANNING BOARD TO UNDERTAKE A PRELIMINARY INVESTIGATION TO DETERMINE WHETHER THE PROPOSED STUDY AREA, WHICH INCLUDES: BLOCK 21, LOTS 12, 13, 14.01, 14, 15 & 16 AND BLOCK 23, LOTS 1, 3, 4, 5, 6(PO) AND 9(PO) (LIMITED HIGHWAY COMMERCIAL ZONE); BLOCK 23, LOTS 4.01, 6 (PO), 9 (PO), 10, 10.01, 11, 12, 13, 28 AND 32 (RURAL RESIDENTIAL SOUTH) QUALIFIES AS AN AREA IN NEED OF NON-CONDEMNATION REDEVELOPMENT PURSUANT TO N.J.S.A. 40A:12A ET SEQ.

WHEREAS, the Township Committee previously adopted Resolution #97-2020; and

**WHEREAS**, the Township Committee wishes to amend Resolution #97-2020 to add Block 21, Lots 12, 13, 14.01, 14 15 & 16; and

**WHEREAS**, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. ("Redevelopment Law"), provides a mechanism to assist local governments in efforts to promote programs of redevelopment; and

**WHEREAS**, the Redevelopment Law sets forth the procedures for the Township to declare an area in need of redevelopment, along with the development and effectuation of a redevelopment plan; and

WHEREAS, pursuant to the required redevelopment procedures, specifically set forth in N.J.S.A. 40A:12A-6, no area of a municipality shall be deemed a redevelopment area unless the governing body of the municipality shall, by Resolution, authorize the Planning Board to undertake a preliminary investigation to determine whether a proposed area is a redevelopment area meeting the criteria set forth in N.J.S.A. 40A:12A-5; and

**WHEREAS**, the New Jersey Legislature adopted, and the Governor signed, P.L. 2013, Chapter 159, which amended the Redevelopment Law, including the procedural requirements of N.J.S.A. 40A12A-5 and N.J.S.A. 40A:12A-6; and

WHEREAS, pursuant to N.J.S.A. 40A:-12A-6, "[t]he resolution authorizing the planning board to undertake a preliminary investigation shall state whether the redevelopment area determination shall authorize the municipality to use all those powers provided by the Legislature for use in a redevelopment area other than the use of eminent domain (hereinafter referred to as a "Non-Condemnation Redevelopment Area") or whether the redevelopment area determination shall authorize the municipality to use all those powers provided by the Legislature for use in a redevelopment area, including the power of eminent domain (hereinafter referred to as a "Condemnation Redevelopment Area")"; and

**WHEREAS**, the Township Committee desires to commission a study to determine if the Area(s) should be designated a Non-Condemnation Redevelopment Area; and

WHEREAS, the Township Committee finds it to be in the best interest of the Township and its residents to authorize the Township's Planning Board pursuant to N.J.S.A. 40A:12A-4 and N.J.S.A. 40A:12A-6 to undertake such preliminary investigation of the study area which includes properties Block 21, Lots 12, 13, 14.01, 14, 15, 16 and Block 23, Lots 1, 3, 4, 5, 6(PO) AND 9(PO) (Limited Highway Commercial Zone); Block 23, Lots 4.01, 6 (PO), 9 (PO), 10, 10.01, 11, 12, 13, 28 AND 32 (Rural Residential South);

**WHEREAS**, the Township of West Amwell wishes to direct the Planning Board to undertake a preliminary investigation utilizing Charles Latini Jr., PP, AICP, of L&G Planning LLC to prepare the preliminary investigation to determine whether the proposed Study Areas qualifies as an area in need of Non-Condemnation Redevelopment pursuant to N.J.S.A. 40A:12A-5.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of West Amwell, in the County of Hunterdon, and State of New Jersey, that the Planning Board is hereby authorized to undertake a preliminary investigation, utilizing Charles Latini Jr., PP, AICP, of L&G Planning LLC to prepare the preliminary investigation, pursuant to the notice, conduct a hearing and comply with other requirements of the Redevelopment Law, N.J.S.A. 40A:12A-1 et seq., as amended, in order to recommend to the Township Committee whether the area comprising the study area is an area in need of **Non-Condemnation Redevelopment** according to the criteria set forth in N.J.S.A. 4A:12A-5.

**BE IT FURTHER RESOLVED**, that the Planning Board is hereby directed to provide individual notice to the property owners of record in the Study Areas in accordance with N.J.S.A. 40A:12A-6.

**BE IT FURTHER RESOLVED**, that the Planning Board shall submit its findings and recommendations to the Township Committee in the form of a Resolution with supporting documentation.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution is to be forwarded to the Planning Board of the Township of West Amwell.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect pursuant to law.

#### <u>Certification</u>

I, Maria Andrews, Clerk of the Township of West Amwell, in the County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of resolution which was adopted by the Township Committee at a meeting held on the April 7, 2020.

Maria Andrews, Township Clerk, RMC

A motion by Hoyer, seconded by Cally approving Resolution #39-2021 was approved by roll call vote. *Cally: Yes, Dale: Yes, Hoyer: Yes* 

# Resolution #40-2021: Award Roll off Container Service to Republic Services

# WEST AMWELL TOWNSHIP RESOLUTION #40-2021

WHEREAS, it has been determined by the West Amwell Township Committee that there is a need for continued Roll off Container Services; and,

WHEREAS, quotes have been received as follows:

<u>Republic Services, Inc.</u> – One 35 cubic yard self-contained compactor, leased for the weekly use of ID-10 solid waste collection, emptied bi-monthly on Tuesday:

\$295.00 per haul/load \$89.00 tipping fee per ton \$200.00 compactor lease/month

<u>Republic Services, Inc.</u> – Three 30 cubic yard roll off containers kept on-site for the overflow of ID-10 solid waste, emptied on call service:

\$295.00 per haul/load \$89.00 tipping fee per ton

Republic Services, Inc. – One 40 cubic yard receiver container for a 2 cubic yard stationary compactor for the weekly use of residential mixed paper collections, emptied monthly on Tuesday:

\$160.00 per haul/load \$40.00 tipping fee per ton

<u>Republic Services, Inc.</u> – One 30 cubic yard roll off container for the weekly use of residential single stream collections, emptied weekly on Tuesday:

\$160.00 per haul/load \$70.00 tipping fee per ton

<u>Central Jersey Waste & Recycling, Inc.</u> – One 35 cubic yard self-contained compactor, leased for the weekly use of ID-10 solid waste collection, emptied bi-monthly on Tuesday:

\$275.00 per haul/load \$95.00 tipping fee per ton \$395.00 compactor lease/month

<u>Central Jersey Waste & Recycling, Inc.</u> – Three 30 cubic yard roll off containers kept on-site for the overflow of ID-10 solid waste, emptied on call service:

\$275.00 per haul/load \$95.00 tipping fee per ton

<u>Central Jersey Waste & Recycling, Inc.</u> – One 40 cubic yard receiver container for a 2 cubic yard stationary compactor for the weekly use of residential mixed paper collections, emptied monthly on Tuesday:

\$275.00 per haul/load \$55.00 tipping fee per ton

<u>Central Jersey Waste & Recycling, Inc.</u> – One 30 cubic yard roll off container for the weekly use of residential single stream collections, emptied weekly on Tuesday:

\$275.00 per haul/load \$95.00 tipping fee per ton

<u>Waste Management of NJ, Inc</u>. – One 35 cubic yard self-contained compactor, leased for the weekly use of ID-10 solid waste collection, emptied bi-monthly on Tuesday:

\$253.00 per haul/load \$64.75 tipping fee per ton \$425.00 compactor lease/month

<u>Waste Management of NJ, Inc.</u> – Three 30 cubic yard roll off containers kept on-site for the overflow of ID-10 solid waste, emptied on call service:

\$253.00 per haul/load \$64.75 tipping fee per ton

<u>Waste Management of NJ, Inc.</u> – One 40 cubic yard receiver container for a 2 cubic yard stationary compactor for the weekly use of residential mixed paper collections, emptied monthly on Tuesday: \$280.00 per haul/load \$64.75 tipping fee per ton

<u>Waste Management of NJ, Inc.</u> – One 30 cubic yard roll off container for the weekly use of residential single stream collections, emptied weekly on Tuesday:

\$340.00 per haul/load \$82.50 tipping fee per ton

WHEREAS, Republic Services, Inc. is the apparent low bidder and has submitted a Business Registration Certificate (BRC); and,

WHEREAS, the CFO has certified that funds are available in the Current Expense account for this expenditure.

THEREFORE BE IT RESOLVED by the West Amwell Township Committee that the quote for Roll Off Container Services, Inc. be awarded to Republic Services, Inc., 9 Frontage Road, Clinton, NJ 08809, at the rates specified above.

# Certification

I hereby certify the forgoing to be a true copy of a Resolution adopted by the West Amwell Township Committee at their regular meeting of April 7, 2021.

Maria Andrews, Township Clerk, RMC

A motion by Cally, seconded by Dale approving Resolution #40-2021 was unanimously approved by roll call vote

Cally: Yes, Dale: Yes, Hoyer: Yes, Lyons: Yes, Bergenfeld: Yes

# Resolution #41-2021: Reappointment of Township Registrar M. Andrews

# RESOLUTION #41-2021

WHEREAS, Maria Andrews, CMR, currently serves as the West Amwell Township Registrar of Vital Statistics; and

WHEREAS, West Amwell Township has fewer than 5,000 residents according to the most recent Census report. Therefore, the township clerk serves as the local registrar pursuant to N.J.S.A. 26:8-11; and

WHEREAS, pursuant to N.J.S.A. 26:8-13, it is necessary for the local Registrar to be appointed by resolution every three years; and

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of West Amwell, County of Hunterdon and State of New Jersey hereby re-appoints Maria Andrews to a three year term as the local registrar of vital statistics in West Amwell Township effective April 1, 2021.

I hereby certify the foregoing is a true copy of a Resolution adopted by the West Amwell Township Committee at their regular meeting held April 7, 2021.

Maria Andrews, RMC/CMR Township Clerk

A motion by Dale, seconded by Lyons approving Resolution #41-2021 was unanimously approved by roll call vote.

Cally: Yes, Dale: Yes, Hoyer: Yes, Lyons: Yes, Bergenfeld: Yes

# Notification: SHRHS Band Parent Association Raffle: 6/4/21 for Artwork/Framed Painting

It was noted for the record that the Committee acknowledged the raffle on 6/4/21.

# **Discussion: Possible Cannabis Ordinance**

The Committee acknowledged a draft ordinance which was provided by Zoning Officer Latini. It was noted for the record that the Committee supported adopting such an ordinance. Clerk Andrews indicated she would prepare it for introduction at one of next month's meetings.

# <u>Discussion: Tentative Date for 175<sup>th</sup> Township Anniversary Celebration</u>

Clerk Andrews noted Betty Jane Hunt from the Historic Committee asked that she make the Committee aware of the historic site tour scheduled for 9/25/21 to celebrate the Township's 175<sup>th</sup> Anniversary with a rain date of 9/26/21. Additionally, they would like to incorporate the dedication of the War Memorial Sign on the municipal grounds and utilize the meeting room for photos and refreshments.

The Committee took no issue with the proposed celebration date and supported the scheduled activities. Deputy Mayor Cally suggested the Historic Committee reach out to Eagle Scout Scott McCloughan to see if he is available for the sign dedication since it was his project.

# **Discussion: Approval of Website Disclaimer Language**

The Technology Committee had provided a sample disclaimer to be utilized on West Amwell's new website. The Committee took no issue with the proposed language.

# **Discussion: Status of Office COVID Protocol**

Deputy Mayor Cally commented that with the COVID vaccine now available, the Governor and the CDC have relaxed some of the formerly established protocols and he suggested he work with OEM Director Harry Heller on reviewing what the Township currently has in place to see if anything needed to be amended. It was noted that potentially revised protocols will be listed on the 4/21/21 agenda for review.

# Acknowledgement: Letter from CFO Thomas Carro Announcing Retirement

The Committee acknowledged CFO Carro's letter announcing his retirement date of 6/30/21 and commented on the terrific job he has done with the Township's finances and budget over the past 10 years.

# **OPEN TO THE PUBLIC**

Mayor Bergenfeld opened the floor to public comment. Tax Collector Brewi spoke up and thanked Rob Tomenchok and Dave Beaumont for all of the assistance they have provided her with on getting the new website up and running. Seeing no one other members of the public come forward, Mayor Bergenfeld closed the floor to public comment.

#### OTHER

## Resolution #42-2021: Closed Session - Personnel/Contracts - Litigation/Affordable Housing

# Resolution #42-2021

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist,

NOW, THEREFORE BE IT RESOLVED by the Committee of West Amwell Township, County of Hunterdon, State of New Jersey, as follows:

- 1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.
- 2. The general nature of the subject matter to be discussed is as follows: Mt. Laurel Litigation, personnel, contracts and subjects falling under Attorney-Client privilege.
- 3. It is anticipated at this time that the above stated subject matter will be made public when the matter has been resolved.

This resolution shall take effect immediately.

Maria Andrews, Township Clerk, RMC

A motion by Cally, seconded by Hoyer to approve Resolution #42-2021 and enter into Closed Session was unanimously approved by voice vote.

A motion by Cally, seconded by Bergenfeld to return to Open Session was unanimously approved by voice vote.

It was noted for the record that the Committee was in Closed Session from 9:13 PM – 10:25 PM.

Upon returning to open session a motion was made by Cally and seconded by Hoyer authorizing the posting of the CFO position. The motion was unanimously approved by roll call vote.

Cally: Yes, Dale: Yes, Hoyer: Yes, Lyons: Yes, Bergenfeld: Yes

# CORRESPONDENCE

It was noted for the record that the Committee ordered the correspondence listed on the agenda to be filed.

#### **ADJOURNMENT**

Mayor Bergenfeld adjourned the meeting at 10:30 PM.

Maria Andrews, Township Clerk, RMC

Approved: 4/21/21