

WEST AMWELL TOWNSHIP COMMITTEE RE-ORGANIZATION MEETING  
January 2, 2012 – 1:00 p.m.

**FLAG CEREMONY & PLEDGE OF ALLEGIANCE:**

A contingent of eight local Cub and Boy Scouts presented the colors and led those gathered in the Pledge to the American flag. They introduced themselves as follows:  
Robert Tomenchok-assistant senior patrol leader, Michael Gambino-patrol leader, Jess Cally-core master, Jack Bednar-web master, Casey Carter-scribe, Bryce Pietras, Matt Cally, Kent Carpenter (Scoutmaster), James Cally (Cub Master Pack 32), Doug Carter (Assistant Scoutmaster). Also, joining the group was Mary Beth Mumich, a local Girl Scout, as a stand-in for brother Drew Mumich.

The 2012 Annual Reorganization Meeting of the West Amwell Township Committee was called to order at 1:07 p.m. by Township Clerk Lora Olsen. Present were Committee members George A. Fisher, Zachary T. Rich and Committee member-elect Thomas J. Molnar. The Committee was joined by a crowd of approximately 40 people.

In compliance with the Open Public Meetings Act, Mrs. Olsen announced that notice of this Re-Organization meeting was published in the December 23, 2011 Trenton Times, and December 29, 2011 issue of the Hunterdon County Democrat and posted on the Township bulletin board, where it 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 Municipal Clerk. Notice should also be taken the Municipal Building is handicapped accessible but the Clerk's office should be contacted 24 hours in advance for any special accommodations.

The meeting was recorded via digital recording system.

**PRESENTATION OF CERTIFICATE OF ELECTION:**

Mrs. Olsen presented the Certification of Election held on November 8, 2011 from the Hunterdon County Board of Canvassers certifying the election of Thomas J. Molnar to a three-year term on the Township Committee.

Mrs. Olsen administered the **Oath of Office** to Mr. Molnar. Daughter Caitlin held the Bible for the swearing-in ceremony. Mr. Molnar stated that he was pleased to serve as mayor for the past two years but is looking forward to the 'rookie' seat.

**NOMINATION OF 2012 MAYOR:**

Mrs. Olsen called for nominations for Mayor of West Amwell Township. George Fisher was nominated on motion by Molnar with a second provided by Rich. No other nominations were received. Nomination unanimously approved.

Mrs. Olsen administered the **Oath of Office** to Mr. Fisher with wife, Kathy, holding the Bible for the swearing-in ceremony.

**NOMINATION OF 2012 DEPUTY MAYOR:**

Nominations for Deputy Mayor were solicited. Zach Rich was nominated on motion by Molnar with a second provided by Fisher. No other nominations were received. Nomination unanimously approved.

Mrs. Olsen administered the **Oath of Office** to Mr. Rich with daughter, Juliet, holding the Bible for the swearing-in ceremony. Wife Emily and daughter, Brielle, completed the family circle.

**CONSENT AGENDA**

All matters listed below are considered to be routine by the Township Committee and will be enacted by one motion in the form listed below. There will not be a separate discussion of these items. If a discussion is desired, that item will be removed from the Consent Agenda and will be considered immediately after approval of the Consent Agenda.

**DESIGNATING A MEETING SCHEDULE**

RESOLUTION #01-2012

BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, that during 2012 the Township Committee will hold regularly scheduled meetings as follows:

January 25	April 25	July 25	October 30
February 22	May 23	August 29	November 28
March 28	June 27	September 26	December 10, 27

All regular meetings will be 7:00 p.m. in the Municipal Building, 150 Rocktown-Lamb. Road, Lambertville (West Amwell), New Jersey.

BE IT FURTHER RESOLVED that all meetings will be held in compliance with the Open Public Meetings Act. Special meetings shall be at the call of the Mayor or written request by a member of the Township Committee to the Clerk.

BE IT FURTHER RESOLVED that the Municipal Building is handicapped accessible but the Clerk's office is to be contacted 24 hours in advance for any special accommodations.

BE IT FINALLY RESOLVED that this Resolution shall be posted on the Township bulletin board and transmitted to the Hunterdon County Democrat and the Trenton Times within seven days of adoption.

#### **ORGANIZATION OF THE MEETING**

##### **RESOLUTION #02-2012**

BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, that the Order of Business and the conducting of business at all meetings shall be as follows:

1. Call to order and statement of compliance with the Open Public Meetings Act
2. Pledge of Allegiance to the American Flag
3. Agenda Review by Township Clerk
4. Announcements
5. Presentation of Minutes
6. Open to the Public/Topic not on the Agenda (limited to 15 minutes)
7. Introduction of Ordinance and/or Public Hearing and/or Special Presentation
8. Special and/or Standing Committee Reports
9. Unfinished Business
10. New Business
11. Open to the Public
12. Administrative Reports (includes Payment of Bills)
13. Correspondence
14. Adjournment

BE IT FURTHER RESOLVED that all matters to be presented to the Township Committee at their regularly scheduled meeting shall be delivered in written form to the Township Clerk's Office not later than noon on the Friday prior to the meeting.

#### **DESIGNATING THE OFFICIAL NEWSPAPER**

##### **RESOLUTION #03-2012**

BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, that the Hunterdon County Democrat be established as the Official Newspaper; the Trenton Times is designated as the daily newspaper having the greatest likelihood of informing the public within the area of jurisdiction of the Township of its meetings.

#### **AUTHORIZED SIGNATURES ON TOWNSHIP BANK ACCOUNTS**

##### **RESOLUTION #04-2012**

BE IT RESOLVED that the Mayor or Deputy Mayor, Clerk or Deputy Clerk, and CFO/Treasurer or Assistant Treasurer be authorized to sign checks drawn on the Current Account, Capital Account, Animal Control Trust Fund, Payroll Account, Unemployment Account, Trust Escrow Account, the Federal and State Grant Account, Housing Trust Account, Affordable Housing Trust and Open Space Trust Fund.

BE IT FURTHER RESOLVED that the Director of Public Assistance or the Clerk or the CFO/Treasurer be authorized to sign checks drawn on the Public Assistance 1 & 2 Account.

BE IT FURTHER RESOLVED that the Court Administrator be authorized to sign checks drawn on the Court Account and Bail Account.

BE IT FURTHER RESOLVED that the Clerk or Deputy Clerk be authorized to sign checks drawn on the Petty Cash Account.

#### **DESIGNATING DEPOSITORIES FOR ACCOUNTS**

##### **RESOLUTION #05-2012**

BE IT RESOLVED that TD Bank be designated as the depository for the Current Account, Capital Account, Public Assistance Accounts I & II, Animal Control Trust Fund, Payroll Account, Petty Cash Fund, Municipal Court Account, Bail Account, Housing Trust Account, Affordable Housing Trust, Escrow Trust Account, Unemployment Account, Federal & State Grant Account and Open Space Trust Fund.

#### **DESIGNATING DEPOSITORIES FOR INVESTMENTS**

##### **RESOLUTION #06-2012**

BE IT RESOLVED that TD Bank, PNC, Hopewell Valley Community Bank, Skylands Banks, and

the State Cash Plan be designated depositories for the Open Space Trust, General and Capital Account investments.

BE IT FURTHER RESOLVED that the Treasurer and Clerk be authorized to request bids and to place orders for investments of Township idle funds solely in legally authorized investment vehicles and to execute the recurring Wire Transfer to and from TD Bank and other wire transfers for this purpose. Investments will be reported to the Township Committee at its next regularly scheduled meeting.

#### **DESIGNATING TAX COLLECTION DATES, INTEREST RATES AND SETTING FEES**

##### **RESOLUTION #07-2012**

BE IT RESOLVED by the Mayor and Township Committee of the Township of West Amwell as follows:

1. Real estate taxes shall be collected quarterly on February 1, May 1, August 1 and November 1, 2012
2. Interest shall be charged and calculated at the rate of 8% per annum on the first \$1,500.00 of the delinquency, and 18% per annum on any amount in excess of the first \$1500.00. These amounts are to be calculated from the date the tax was payable until the date the actual payment was received in the tax office.
3. There shall be a ten (10) day grace period, after which unpaid taxes will be charged interest from the due date.
4. Redemption fees for Tax Sale Certificates to the Municipality and Lien holders will be calculated as follows:
  - 2% on Certificates \$100.00 to \$4,999.00
  - 4% on Certificates \$5,000.00 to \$9,999.00.
  - 6% on Certificates over \$10,000.00
5. Redemption amounts shall be obtained from the Tax Collector. A \$25.00 fee will be charged for each additional request for a redemption calculation.
6. Duplicate tax sale certificates will be issued for a fee of \$100.00 each. Certificate owners must supply proof of loss or statement.)
7. Certificates of redemption can be issued for a fee of \$100.00 each. (Certificate owners must supply proof of payment of tax sale certificates.)
8. Tax Notices will have a fee of \$25.00 per mailing in lieu of publication.
9. Returned or insufficient checks will be charged a fee of \$20.00 each.
10. A duplicate bill fee of \$5.00 shall be charged upon request, excluding the property owners.
11. There will be a 6% year end penalty placed on balances and interest totaling \$10,000 or more at the close of the tax year on December 31.

The Township Clerk is hereby directed to publish a copy of this resolution.

#### **AUTHORIZING CANCELLATION OF PROPERTY TAX CREDITS AND DELINQUENCIES**

##### **RESOLUTION #08-2012**

WHEREAS, the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, has been informed by the Tax Collector that from time to time there are property tax credits or delinquencies on certain properties located within the Township of West Amwell, and

WHEREAS, pursuant to N.J.S.A. 40A:5-17.1, a resolution may be adopted by the governing body of a municipality authorizing a municipal employee to process without further action on the part of the governing body the cancellation of any property tax credit or delinquency of less than \$5.00

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, that the Tax Collector be authorized to cancel any property tax credit or delinquency of less than \$5.00 without further action on the part of the Township Committee and that such action be noted in the Tax Duplicate for the Township of West Amwell.

#### **PAYROLL AUTHORIZATION**

##### **RESOLUTION #09-2012**

BE IT RESOLVED that the West Amwell Township CFO/Treasurer be authorized to pay payrolls as scheduled between meeting dates. Those pays will be subject to approval by the Township Committee at the next regular meeting.

## **PAYMENT OF BILLS**

### **RESOLUTION #10-2012**

BE IT RESOLVED that the West Amwell Township Committee may approve the payment of bills at all public meetings.

BE IT FUTHER RESOLVED that all bills for payment by the Township Committee shall be submitted by 12 noon the Friday prior to the meeting.

BE IT FURTHER RESOLVED that the CFO/Treasurer is authorized to pay the following invoices when they are due:

- State of New Jersey Health Benefits
- Debt Service Payments
- West Amwell Board of Education
- South Hunterdon Regional Board of Education
- County of Hunterdon Taxes
- Utility Bills, Lease Payments and Insurance Bills
- PERS & PFRS Payments
- Lincoln National Life Insurance Company

BE IT FURTHER RESOLVED that the invoices listed above will be submitted on bill list for the next meeting.

## **WIRE TRANSFERS**

### **RESOLUTION #11-2012**

WHEREAS, it is necessary to authorize wire transfers from various West Amwell Township bank accounts to the State Cash Management Plan, other approved investments and to third parties in order to conduct authorized Township business,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, that the Chief Financial Officer or Assistant Treasurer be authorized to do wire transfers from Township bank accounts to the State Cash Management Plan, other approved investments and to other authorized third parties in order to conduct authorized Township business.

## **A RESOLUTION TO AUTHORIZE THE TAX ASSESSOR OF THE TOWNSHIP OF WEST AMWELL TO TAKE CERTAIN ACTIONS IN THE NAME OF THE TOWNSHIP OF WEST AMWELL, COUNTY OF HUNTERDON, NEW JERSEY**

### **RESOLUTION #12-2012**

WHEREAS, the Township Committee has been informed by the Tax Assessor of the Township of West Amwell, that from time to time, the Assessor may be required to execute stipulations relative to assessment appeals, to make corrections in assessments on properties located in the Township of West Amwell, and to file omitted assessments and roll back tax complaints and appeals, all in the name of the Township of West Amwell; and

WHEREAS, the Hunterdon County Board of Taxation requires a resolution of the Township Committee to authorize actions by the Assessor; and

WHEREAS, the Township Committee desires to grant such authority to the Assessor, subject to the conditions set herein.

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:

Sec. 1 - The Tax Assessor of the Township of West Amwell is, and he hereby is authorized in the name of the Township of West Amwell aforesaid, to:

- (a) Execute stipulations relative to assessment appeals;
- (b) Make corrections in assessments on properties located in the Township of West Amwell;
- (c) File omitted assessment and rollback tax complaints and appeals with the Hunterdon County Board of Taxation.

Sec. 2 - The authority herein granted shall expire on December 31, 2012 and is conditioned upon the Tax Assessor advising the Township Attorney and Township Committee of all such actions taken by him and the reasons therefore.

Sec. 3 - A copy of this Resolution duly certified to be a true copy thereof shall be transmitted to the Tax Assessor and Hunterdon County Board of Taxation.

## **RESOLUTION AUTHORIZING LEGAL COUNSEL TO FILE AND PROSECUTE ROLL BACK TAX COMPLAINTS, COMPLAINTS TO CORRECT ERRORS IN ASSESSMENTS AND COMPLAINTS FOR ADDED, OMITTED AND ADDED/OMITTED ASSESSMENTS, DEFEND, SETTLE OR STIPULATE TO RESOLVE ALL 2012 LOCAL PROPERTY TAX APPEALS**

### **RESOLUTION #13-2012**

WHEREAS, the Hunterdon County Tax Board has issued a letter of request requiring a Resolution by the Mayor and Township Committee of each municipality of the County of

Hunterdon by its County Tax Administrator; and

WHEREAS, the said County Tax Administrator requires that the Mayor and members of the Governing body of each municipality in the County of Hunterdon, in order to file municipal roll back complaints, correct errors or file added, omitted and added/omitted complaints, adopt a resolution allowing the Municipal Attorney or any member of his firm to file and prosecute said complaints.

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 Philip J. Faherty III, is hereby authorized to file, prosecute, defend, stipulate, modify, agree upon and otherwise perform the duties which are required of said Attorney, in the process of prosecution and/or filing of said roll back tax complaints, complaints to correct errors in assessments for added assessment in 2012 and defending or settling all 2012 local property tax appeals and execute any and all stipulations relating to the same with the agreement of the West Amwell Township Municipal Tax Assessor.

BE IT FURTHER RESOLVED the Municipal Clerk is and the same is hereby directed to provide a true copy of this resolution to the Hunterdon County Board of Taxation, Hunterdon County Court House, Flemington, New Jersey.

**AUTHORIZING USE OF THE MUNICIPAL BUILDING AND SETTING FEE FOR MEETING ROOM RENTAL**

**RESOLUTION #14-2012**

BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, that the Township Clerk is hereby authorized to schedule use of the Municipal Building by community groups subject to the requested date not conflicting with the regular meeting schedule of any Township Board or Committee.

BE IT FURTHER RESOLVED that the rental fee for municipal building meeting room use is as follows:

Small meeting room	\$25/hour
Court room	\$50/hour

**RESOLUTION FOR RETURNED CHECKS**

**RESOLUTION #15-2011**

WHEREAS, the Township of West Amwell may charge a fee for returned checks, and

WHEREAS, it is the desire of the Township of West Amwell to collect such a fee

THEREFORE, BE IT RESOLVED by the Township of West Amwell, Hunterdon County, State of New Jersey, to set a fee of \$20.00 payable to the Township for dishonored checks to the Municipality for taxes and/or other fees.

**RESOLUTION APPROVING A CONSENT AGENDA**

**RESOLUTION #16-2012**

BE IT RESOLVED by the Township Committee of West Amwell Township that it hereby approves the use of a "Consent Agenda" which may also be noted as "Resolutions" on the Agenda where matters of a routine nature may be placed.

*Resolutions #01-2012 through #16-2012 were unanimously approved on motion by Rich, seconded by Molnar.*

**RESOLUTION DESIGNATING TEMPORARY BUDGET**

**RESOLUTION #17-2012**

WHEREAS, N.J.S.A. 40A 40:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2012 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this Resolution is within the first thirty days of January 2012; and

WHEREAS, the total appropriation in the 2011 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is \$2,215,812.00; and

WHEREAS, one-fourth of the total appropriations in the 2011 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$533,953.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, that the following shall be the Temporary Budget for the Township of West Amwell for the year beginning January 1, 2012, and that a

certified copy of this Resolution be transmitted to the Treasurer for his records:

WEST AMWELL TOWNSHIP TEMPORARY BUDGET 2012  
(See attached)

Total 2012 Temporary Budget	\$553,953.00
Maximum Permitted by Law	\$553,953.00

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR A REGISTERED MUNICIPAL AUDITOR**

RESOLUTION #18A-2012

WHEREAS, there exists a need for a Registered Municipal Accountant to serve as Township Auditor; and

WHEREAS, pursuant to the Fair and Open Process, one (1) bid was received on December 7, 2011 for Municipal Auditor; and

WHEREAS, the bid proposal and documents have been reviewed and the bidder has been found to be the most advantageous, price and other factors considered; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for "Professional Services" and the contracts themselves be available for public inspection; and

WHEREAS, sufficient funds are available in the 2012 Temporary Budget, adopted ordinances or grants, and will be made available in the 2012 Municipal Budget for the Township of West Amwell for such services;

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with the following individual for the year 2012.

Charles Case of WithumSmith+Brown PC, a Registered Municipal Accountant, for the year 2012. The contract shall read as follows:

Not to exceed \$18,000 for the 2012 Statutory Audit, including audit of financial statements

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR & OPEN CONTRACT FOR TOWNSHIP ENGINEER**

RESOLUTION #18B-2012

WHEREAS, there exists a need for a Professional Engineer to serve as Township Engineer; and

WHEREAS, pursuant to the Fair and Open Process, five (5) bids were received on December 7, 2012 for Township Engineer; and

WHEREAS, the bid proposals and documents have been reviewed and the bidder has been found to be the most advantageous, price and other factors considered; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for "Professional Services" and the contracts themselves be available for public inspection; and

WHEREAS, sufficient funds are available in the 2012 Temporary Budget, adopted ordinances or grants, and will be made available in the 2012 Municipal Budget for the Township of West Amwell for engineering services for the Township Committee;

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with the following individual for the year 2012.

C. Richard Roseberry of Maser Consulting to serve as Township Engineer at a rate not to exceed \$135.00/hour **and within budget appropriations**

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR & OPEN CONTRACT FOR TOWNSHIP ATTORNEY**

**RESOLUTION #18C-2012**

WHEREAS, there exists a need for attorneys to serve as Township Attorney to handle various legal matters; and

WHEREAS, pursuant to the Fair and Open Process, four (4) bids were received on December 7, 2011 for Township Attorney; and

WHEREAS, the bid proposals and documents have been reviewed and the bidder has been found to be the most advantageous, price and other factors considered; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for "Professional Services" and the contracts themselves be available for public inspection; and

WHEREAS, sufficient funds are available in the 2012 Temporary Budget, adopted ordinances or grants, and will be made available in the 2012 Municipal Budget for the Township of West Amwell for legal services for the Township Committee

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with the following individual for the year 2012.

Philip J. Faherty, III, of Hunt & Faherty to serve as Township Attorney  
at a rate not to exceed \$140.00/hour and within budget appropriations

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR & OPEN CONTRACT FOR SPECIAL COUNSEL FOR OPEN SPACE CONTRACTS**

**RESOLUTION #18D-2012**

WHEREAS, there exists a need to acquire services of a special counselor for open space contracts; and

WHEREAS, pursuant to the Fair and Open Process, three (3) bids were received on December 7, 2011 for Special Counsel for Open Space Contracts; and

WHEREAS, the bid proposal and document have been reviewed and the bidder has been found to be the most advantageous, price and other factors considered; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for "Professional Services" and the contracts themselves be available for public inspection; and

WHEREAS, sufficient funds are available in the 2012 Temporary Budget, adopted ordinances or grants, and will be made available in the 2012 Municipal Budget for the Township of West Amwell Special Counselor for Open Space Contracts

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with the following individual for the year 2012.

Sharon Dragan of Ballard & Dragan to serve as Township Special  
Counsel for Open Space projects at a rate not to exceed 140.00/hour

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR & OPEN CONTRACT FOR TOWNSHIP PROSECUTOR**

**RESOLUTION #18E-2012**

WHEREAS, there exists a need to acquire services of a Township Prosecutor; and

WHEREAS, pursuant to the Fair and Open Process, two (2) bids were received on December 7, 2011 for Municipal Prosecutor; and

WHEREAS, the bid proposal and document have been reviewed and the bidder has been found to be the most advantageous, price and other factors considered; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for "Professional Services" and the contracts themselves be available for public inspection; and

WHEREAS, sufficient funds are available in the 2012 Temporary Budget, and will be made available in the 2012 Municipal Budget for the Township of West Amwell under line item Township Prosecutor OE

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with the following individual for the year 2012.

Philip J. Faherty of Hunt & Faherty to serve as Municipal Prosecutor at a rate not to exceed \$15,000 plus expenses and within budget appropriations

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR & OPEN CONTRACT FOR TOWNSHIP BOND COUNSEL**

RESOLUTION #18F-2012

WHEREAS, there exists a need to acquire services of a Bond Counsel; and

WHEREAS, pursuant to the Fair and Open Process, three (2) bids were received on December 7, 2011 for Township Bond Counsel; and

WHEREAS, the bid proposal and document have been reviewed and the bidder has been found to be the most advantageous, price and other factors considered; and

WHEREAS, N.J.S.A. 40A:11-5 requires that the Resolution authorizing the award of contracts for "Professional Services" and the contracts themselves be available for public inspection; and

WHEREAS, sufficient funds are available in the 2012 Temporary Budget, and will be made available in the 2012 Municipal Budget for the Township of West Amwell under line item Financial Administration OE

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with the following individual for the year 2012.

Andrea Kahn of McManimon & Scotland LLC to serve as Township Bond Counsel for services rendered in connection with bond sales in accordance with stated fees and within budget appropriations

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR & OPEN CONTRACTS TO RETAIN VARIOUS PROFESSIONALS**

RESOLUTION #19-2012

WHEREAS there exists a need for the hiring of various professionals without competitive bids as a non-fair and open contract process; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40:11-1 et. seq. allows governing bodies to execute agreements without competitive bidding for professional services; and

WHEREAS these executed agreements must be available for public inspection; and

WHEREAS sufficient funds are available in the 2012 Temporary Budget and will be made available in the 2012 Municipal Budget for the Township of West Amwell

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of West Amwell, that an agreement be executed with each of the following professionals:

Robert Lorentz, Heritage Consulting Engineers/Engineer for Creekside Preserve  
John W. Hartman, Esq., public defender

BE IT FURTHER RESOLVED that these agreement are awarded, subject to contract discussions, without competitive bidding as defined under the appropriate section of the Local



Public Contracts Law, because each of the above mentioned individuals is authorized by law to practice a recognized profession.

BE IT FURTHER RESOLVED that a Business Entity Disclosure Statement be placed on file with this resolution; and

BE IT FINALLY RESOLVED that the notice of this action shall be published in the newspaper of general circulation within the Township of West Amwell not more than ten days from the enactment thereof.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**PAIC RENEWAL RESOLUTION**

RESOLUTION #20-2012  
(See attached)

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT**

RESOLUTION #21-2012

WHEREAS, West Amwell Township has resolved to join the Public Alliance Insurance Coverage Fund ("PAIC") following a detailed analysis; and

WHEREAS, the Bylaws of PAIC require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that PAIC shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee

NOW THEREFORE, BE IT RESOLVED that West Amwell Township does hereby appoint Wells Fargo Insurance Services as its Risk Management Consultant in accordance with the Fund's Bylaws.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**APPOINTING A PAIC FUND COMMISSIONER & ALTERNATE**

RESOLUTION #22-2012

Be It Resolved, by the Township of West Amwell, County of Hunterdon, State of New Jersey, that it hereby appoints George A. Fisher as Fund Commissioner and Randy MacDade as the Alternate Fund Commissioner to the Public Alliance Insurance Coverage Fund; and

Be It Further Resolved that copies of this Resolution be forwarded to the following:

1. \_\_\_George A. Fisher \_\_\_\_\_ Fund Commissioner
2. \_\_\_Randy MacDade\_\_\_\_\_Alternate Fund Commissioner
3. Public Alliance Insurance Coverage Fund

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**RESOLUTION FOR APPOINTMENT OF A SAFETY COORDINATOR AND ALTERNATE SAFETY COORDINATOR TO THE PUBLIC ALLIANCE INSURANCE COVERAGE FUND**

RESOLUTION #23-2012

BE IT RESOLVED, by the Township of West Amwell, County of Hunterdon, State of New Jersey, that it hereby appoints Frank DeFazio, as the Safety Coordinator and Stephen J. Bartzak, as the Alternate Safety Coordinator to the Public Alliance Insurance Coverage Fund; and

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

1. Frank DeFazio (Safety Coordinator)
2. Stephen J. Bartzak (Alternate Safety Coordinator)
3. Public Alliance Insurance Coverage Fund

The Resolution was unanimously approved on motion by Rich, seconded by Molnar.

**DESIGNATING AN ACTING COURT ADMINISTRATOR**

RESOLUTION #24-2012

WHEREAS, the administration of the Municipal Court requires the appointment of an Acting Court Administrator to perform the duties of the Court Administrator during her absence from the

position; and

WHEREAS, Ray Barson, Judge of the Municipal Court of West Amwell has recommended the appointment of Dawn Augustine, as Acting Court Administration for this Municipal Court; and

WHEREAS, Dawn Augustine has satisfactorily completed all the required courses for the position of Municipal Court Administrator

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of West Amwell, County of Hunterdon, State of New Jersey to approve the appointment of Dawn Augustine as Acting Court Administrator of the West Amwell Municipal Court to act in the capacity of the Court Administrator of this Court during her absence.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**APPOINTING AN EMERGENCY MANAGEMENT COMMITTEE**

**RESOLUTION #25-2012**

BE IT RESOLVED that the following appointments be made for the revision of the West Amwell Township Emergency Management Council:

Emergency Management Director	Harry J. Heller III	3 year term Expires 12/31/13
1 <sup>st</sup> Deputy	Richard J. Carmosino	1 year term
Communications Officer (Alert + Warning)	Matthew Skrebel	1 year term
Damage Assessment Officer	_____TBD_____	1 year term
Emergency Medical Services	Patrick Eckard, Chief LNHA&RS Stephen Chmil, Chief AVAC	1 year term
Public Information Officer	_____TBD_____	1 year term
Fire	Jeffrey Ent, Chief, W.A.F.Co	1 year term
Law Enforcement	Lt. Steven Bartzak, O.I.C. WATDP	1 year term
Public Health Officer	_____TBD_____	1 year term
Public Works	Randy Hoagland	1 year term
Resource Management	Sandy Haberle, Ass't Treasurer	1 year term
Shelter/Reception	_____TBD _____	1 year term
Social Services	__TBD_____ & Helen Kuhl	1 year terms
Radiological Officer	Hunterdon County Health Dept.	1 year term
Evacuation/Sheltering	Rob Tomenchok	1 year term
Evacuation Officer & 2 <sup>nd</sup> Deputy	_____TBD_____	1 year term
EOC Manager	Dan Schulze	1 year term
Planner	Susan St. Clair	1 year term
Assistant Planner	Edward Skillman III	1 year term

BE IT RESOLVED that the Township Coordinator of Emergency Management be authorized, upon adoption of this resolution, to call necessary meetings, arrange for appropriate training sessions, and to set deadlines for responses in writing of the various sections of the plan as well as any further related requirements.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**AUDITOR**

**RESOLUTION #26-2012**

BE IT RESOLVED that Charles Case be reappointed as Auditor for the Township of West Amwell

for the year 2012 and that he be required to prepare the 2012 Statutory Audit for the Township and Municipal Court, including the audit of financial statements, and any other duties as may be required.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

#### **APPOINTING THE PUBLIC DEFENDER**

##### **RESOLUTION #27-2012**

WHEREAS pursuant to P.L. 1997, c. 256 (N.J.S.A. 2B:24-1), a municipality may employ an attorney-at-law as a public defender,

NOW, THEREFORE, BE IT RESOLVED that pursuant to P.L. 1997, c. 256 (N.J.S.A. 2B:24-1), John W. Hartman is appointed to an one year term as West Amwell Township Public Defender to present defendants assigned to the Municipal Public Defender in municipal court.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

#### **APPOINTING A TOWNSHIP PROSECUTOR**

##### **RESOLUTION #28-2012**

WHEREAS, pursuant to P.L. 1996, c95, 14, a municipality may employ an attorney-at-law as a prosecutor, under the supervision of the Attorney General or county prosecutor.

NOW, THEREFORE, BE IT RESOLVED that pursuant to P.L. 1996, c95, 14, Philip J. Faherty is appointed as West Amwell Township Prosecutor for a term of one year. Mr. Faherty will serve with the privileges and unities currently enjoyed by the Attorney General, prosecutor and their respective designees.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

#### **APPOINTING AN ALTERNATE/SUBSTITUTE TOWNSHIP PROSECUTOR**

##### **RESOLUTION #29-2012**

WHEREAS, pursuant to N.J.S.A. 2B:25-2a, a municipality must appoint alternate municipal prosecutor(s) to serve in the event that the primary prosecutor is unable to be in court even for part of one court session

NOW, THEREFORE, BE IT RESOLVED, that pursuant to N.J.S.A. 2B:25-2a, that Sean Faherty, Esq. be appointed as alternate municipal prosecutor for West Amwell Township.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

#### **AFFIRMING CIVIL RIGHTS POLICY**

##### **RESOLUTION #30-2012**

A RESOLUTION TO AFFIRM WEST AMWELL TOWNSHIP'S CIVIL RIGHTS POLICY WITH

RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

**WHEREAS**, it is the policy of the Township of West Amwell to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

**WHEREAS**, the governing body of Township of West Amwell has determined that certain procedures need to be established to accomplish this policy

**NOW, THEREFORE BE IT ADOPTED** by the Mayor and Committee of the Township of West Amwell that:

**Section 1:** No official, employee, appointee or volunteer of the township by whatever title known, or any entity that is in any way a part of the township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the township's business or using the facilities or property of the township.

**Section 2:** The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in

any way from the township to provide services that otherwise could be performed by the township.

**Section 3:** Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

**Section 4:** The Clerk shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

**Section 5:** No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

**Section 6:** The Clerk shall establish written procedures that require all officials, employees, appointees and volunteers of the township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

**Section 7:** The Clerk shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

**Section 8:** At least annually, the Clerk shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the township. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the township's web site.

**Section 9:** This resolution shall take effect immediately.

*The Resolution was unanimously approved on motion by Molnar, seconded by Rich.*

**2012 EMPLOYEE & BOARD/COMMITTEE APPOINTMENTS:**

Mayor Fisher made the following appointments:

Deputy Clerk - 1 year term	SANDY HABERLE
Tax Search Officer - 1 year term	MARY HYLAND
Assessment Inspection Officer – 1 year term	DAVID GILL
Assessment Search Officer - 1 year term	LORA OLSEN
Assistant Treasurer - 1 year term	SANDY HABERLE
Payroll Clerk - 1 year term	SANDY HABERLE
Clerk Typists/Admin Secretaries - (3) 1 yr terms	LORA, SANDY, DONNA
Affirmative Action Officer - 1 year term	LORA OLSEN
Clean Communities Coordinator - 1 year term	LORA OLSEN
Municipal Housing Liaison/Admin Agent – 1 year term	BARBARA WALSH
Certifying Officer - Health Benefits – 1 y term	LORA OLSEN
Certifying Officer/PERS & PFRS – 1 yr term	TOM CARRO
Safety Coordinator – 1 year term	(Resolution #23-2012)
Alternate Safety Coordinator – 1 year term	(Resolution # 23-2012)
Substitute MCO – 1 year term	TBD
Substitute Building Sub-code Official & Inspector – 1 year term	TBD
Substitute Electric Sub-code Official & Inspector – 1 year term	TBD
Substitute Plumbing Sub-code Official & Inspector – 1 year term	
Substitute Fire Sub-code Official & Inspector – 1 year term	TBD
Technical Assistant to the Construction Office – 1 year term	
Substitute Technical Assistant – 1 year term	
Fire Safety Official – 1 year term	JASON FRETZ

Zoning Official – 1 year term	LONNIE BALDINO
Municipal Court Judge – 3 year term	RAY BARSON
Court Administrator - 1 year term	LOLLY HOAGLAND
Deputy Court Administrator - 1 year term	<b>TBD</b>
Court Security Officer – 1 year term	<b>TBD</b>
Police Administrative Secretary - 1 year term	DONNA GRIFFITHS
Police Matrons (2) – 1 year terms	DONNA GRIFFITHS, <b>TBD</b>
Road Supervisor - 1 year term	RANDY HOAGLAND
Road Foreman - 1 year term	FRANK DEFAZIO
911 Coordinator - 1 year term	HARRY HELLER
Interim Animal Control Officer	NATE BARSON
Dog Registrar - 1 year term	SANDY HABERLE
Dog Census Taker(s)	<b>TBD in 2012</b>
Waste Security Officer - 1 year term	<b>TBD</b>
Assistant Waste Security Officer - 1 year term	BOB GORDON
Waste Security Laborer – 1 year term	CURTIS COLEMAN
Substitute Waste Security Officers – 1 year term	ALLAN SUTCH
	JOHN ANESKEWICH
Municipal Offices Custodian – 1 year term	ALLAN SUTCH
Indoor Air Quality Designee – 1 year term	RANDY HOAGLAND
Haz Com Designee – 1 year term	RANDY HOAGLAND
Senior Citizen Coordinator - 1 year term	PHYLLIS CHRISMER
Deputy Senior Citizen Coordinator - 1 yr term	PHYLLIS MCGUIRE
PAIC Commissioner – 1 year term	<b>(Resolution #22-2012) *</b>
Emergency Management Committee	<b>(Resolution #25-2012) **</b>
Affordable Housing Advisory Bd - (2) 3 yr terms	JOAN VAN DER VEEN
	KAREN BALDINO
Ag Advisory Committee – (2) 3 year terms	CHESTER URBANSKI
	GREGG SAPPINGTON
Board of Health – (1) 3 year term	RICK KROPP
Alternate #2 – (1) 2 year term	JIM CALLY
Deputy Board of Health Secretary - 1 yr term	SANDY HABERLE
CADB Liaisons - (2) 1 year terms	<b>TBD</b>
Community Forestry Committee – (2) 3 yr terms	GARY ROBINSON
(1) Unexpired 3 year term (2013)	<b>TBD</b>
	<b>TBD</b>
Environmental Commission - (2) 3 yr terms	CATHY URBANSKI
(1) Alternate #2 – 2 year term	JOAN VAN DER VEEN
(1) Chair	<b>TBD</b>
Associate Members (NO TERMS)	CATHY URBANSKI
	<b>TBD</b>
Historic Preservation Committee - (2) 3 yr terms	CAROLYN DEAL
(1) Unexpired 3-year year (2013)	CAITLIN MOLNER
	WALT NIEMEIER
Local Historian - 1 year term	RUTH HALL
Local Assistance Board - (1) 1 year term	PAT MASTERSON
(1) 2 year term	TOM HOLCOMBE
Open Space Committee - (3) 3 year terms	<b>TBD</b>
	JOHN CRONCE
	<b>TBD</b>

Parks & Recreation Committee – (2) 3 yr terms	JOE PETRUCCI IRMA FUHR
Planning Board – (1) Class I – 1 year (1) Class II – 1 year (1) Class III - 1 year term (1) Env Rep – 3 year term (3) Class IV – 4 year terms  (1) Alternate #1 – 2 yr term (2) Alternate #2 – 2 yr unexpired term (2012)	GEORGE A. FISHER LONNIE BALDINO ZACH RICH JOAN VAN DER VEEN JOHN HAUG ROB TOMENCHOK CHESTER URBANSKI NELLA HAMTIL  <b>TBD</b>
Recycling Committee - 7 MEMBERS – EACH 1 YEAR TERM (Membership to include Coordinator, Gov Body member or designee, SWAC representative, member of EC, Road Supervisor or Foreman, two residents at large KEN HART, JUSTIN HOLOHAN, PORTER LITTLE, JEFF SLOWICK, RANDY HOAGLAND, NELLA HAMTIL, PAUL CRONCE	
Recycling Coordinator - 1 year term SWAC Representative - 1 year term	KEN HART PORTER LITTLE
Zoning Board of Adjustment – (1) 4 yr term (1) Alternate #1 – 2 year term	JOE ROMANO JOHN ASHTON
STANDING COMMITTEES	
Cable Franchise – Tom Allibone Richard Schaible <b>TBD</b>	
Finance Advisory – Steve Bergenfeld Jim Hamtil Gary Hoyer Dan Malek	Rob Tomenchok Hal Shute Porter Little
PARIS Records Committee – Regina Taylor Donna Griffiths Maria Andrews	Randy Hoagland Tom Carro Mary Hyland  Ruth Hall Randy Hoagland Lora Olsen
Sourlands Alliance Cathy Urbanski Joan van der Veen	
Stormwater – Randy Hoagland, Coordinator	
AD HOC COUNTRY FAIR COMMITTEE Betty Jane Hunt – Chair Breanna Fulper <b>TBD</b>	

*The 2012 Appointments were unanimously approved on motion by Molnar, seconded by Rich.*

**DEPARTMENT DESIGNATIONS:**

Mayor Fisher made the following department designations:  
Roads – Molnar  
Sanitation/Recycling – Fisher  
Police/Public Safety Director – Fisher  
Personnel – Rich

**COMMITTEE LIAISONS:**

Mayor Fisher made the following Committee liaison appointments:  
Affordable Housing – Molnar  
Agricultural Advisory – Molnar  
Buildings & Grounds – Molnar  
Community Forestry – Fisher with Molnar as Alternate

Connaught Hill Project – Rich  
Environmental Commission – Rich  
Finance Advisory – Rich  
Historic – Rich  
Open Space – Fisher  
Parks & Recreation – Molnar  
Personnel – Rich  
West Amwell School – Rich  
SHRHS – Fisher with Rich as Alternate

# APPLICATION FOR JUNK YARD PERMIT RENEWAL

RESOLUTION #31-2011

WHEREAS, Steve Nalence of Nalence Auto, located at 1511 Hwy 179, Block 35 Lot 6, has applied for renewal of a junkyard permit in accordance with Chapter 108 of the Township Code; and

WHEREAS, the office has not received complaints concerning the operation of this facility; and,

WHEREAS, the \$100.00 permit fee has been received; and,

WHEREAS, the Tax Collector has certified that taxes are paid and current

THEREFORE BE IT RESOLVED by the West Amwell Township Committee that a permit to operate a junkyard be issued to Nalence Auto, 1511 Hwy 179 for 2012

*The Resolution was unanimously approved on motion by Rich, seconded by Molnar.*

**AWARD OF SALT BID:**

RESOLUTION #32-2012

WHEREAS, a master contract was awarded to International Salt Company, LLC (Rock Salt) by the Hunterdon County Board of Chosen Freeholders, Bid No. 2011-20 for the 11/12 season, and

WHEREAS, West Amwell Township has indicated need of up to 600 tons @ \$54.55/ton of snow and ice control materials that were the subject of said bid, and

WHEREAS, the Township Committee has authorized the purchase of up to 600 tons of said materials at this time; and

WHEREAS, funds are available in the 2012 Temporary Budget and will be made available in the 2012 Municipal Budget under the category of Public Works, Streets and Road Maintenance, Other Expenses, as certified by the CFO

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey that International Salt Company, LLC, ISCO Corporate Center, 655 Northern Boulevard, Clarks Summit, PA 18411 be awarded the snow and ice control materials bid to begin January 2012.

*The Resolution was unanimously approved on motion by Rich, seconded by Molnar.*

**INTRODUCTION OF ORDINANCE 1, 2012 SALARY & WAGE:** Held

## RESOLUTION SETTING SALARY &amp; WAGE: Held

**ANNOUNCEMENTS:**

- A. Next Regular Meeting – January 25, 2012
- B. Offices Closed January 2, 2012 (New Year) and January 16, 2012 Martin Luther King Day
- C. 2012 Reorganization Meeting Schedule (*tentative*)
  - Planning Board Tues. January 17 – 7:30 p.m.
  - Board of Adjustment Tues. January 24 – 7:30 p.m.
  - Environmental Commission Thurs. January 12 – 7:30 p.m.
  - Board of Health Thurs. January 26 – 7:30 p.m.
  - Open Space Tues. January 10 – 7:30 p.m.
- D. Discarded Christmas trees, stripped of all decoration, may be dropped off after the holidays at the Municipal Complex, 150 Rocktown-Lamb. Road on Saturdays opposite recycling. Please use designated area. Chips are available.
- E. 2012 Dog Licenses Due

**COMMENTS BY TOWNSHIP COMMITTEE MEMBERS:**

Mayor Fisher expressed appreciation to all citizen volunteers for the work that they do and noted that Citizen Leaderships forms are available to be filled out as part of the volunteer process for

those that are interested in being considered for a committee. He proceeded to thank the employees who run the day-to-day operations and execute the Committee's decisions—Lora Olsen, her assistant Sandy Haberle, Randy Hoagland, Lolly Hoagland, Steve Bartzak, and Jeff Ent for running their respective departments. Harry Heller of the Office of Emergency Management was acknowledged for being in the thick of the situation with the recent hurricane, snow storm and power outages. Mr. Fisher then took the opportunity to thank his wife Kathy for putting up with his missing dinners and never knowing when he'll be home but acknowledged that he couldn't do this without her.

As to what was accomplished this year, Mr. Fisher noted the following:

- police department brought back up to full strength Although there was time when we didn't know what would be done, and options are still on the table, there is now a full complement of police officers which will cut down substantially on overtime.
- upgrades made to the lighting, heating, and cooling systems in all municipal buildings under the Direct Install program Approximately \$112,000 was saved in equipment. Although some of the folks aren't happy with the installation, the township got all top notch equipment. Electric bills are substantially less than what they were last year and these improvements have only been in for a couple of months.
- an additional 88 acres of open space was preserved in the township The preserved acreage stands at 5,363 out of an approximate total of 14,000, which is quite a feat.
- a grant for over \$500,000 to improve water quality in the Alexauken Creek was recently awarded, thanks to our Environmental Commission A determination of how to spend the money has yet to be made but there are people more than willing to help us in that regard.
- trash removal was brought in-house This effort has saved about \$50,000 a year in rubbish removal.
- upgrades were made to Road Department equipment This included a new back hoe, new radios to improve communications, and a new dump truck, expected to arrive soon.
- improvements were made to the balance sheet which bolstered our reserve fund while staying within the 2% mandatory budget cap This probably doesn't sound like much but for the three committeeman, it was quite an accomplishment. Our bond rating was decreased due to the lack of reserve funds but the process is underway to build that back up.
- rebuilding after Hurricane Irene damage The township is hoping for some FEMA money and all the paperwork has taken up quite a bit of time.
- a NIXLE system for township alerts has been implemented This is through the County and will help with communications during future outages—power and phone. The deficiency in communications was discovered through recent weather events and was a meeting topic. It's yet to be tested, and the hope is that will never have to be but there is now a system in place.

In the 'where do we want to go from here' category, the following ideas were advanced:

- completing the second phase of building audits that were started Quite a bit was done with building equipment and now the focus will be on the building envelope. Hopefully there will be money to be saved through this effort. The Finance committee is looking into the possibility of either upgrading or rebuilding the police-fire facility. The assistance of Art Neufeld with the energy projects was noted.
- making upgrades to or installing a new website A new one is under construction and will be accomplished shortly.
- looking into the networking of computer systems as township computers do not currently talk to one another. The installation of wi-fi is also under consideration. This is something that is needed and will improve meeting dynamics by projecting agendas, etc. on a screen with some sort of power point to bring the township into the 1980s. To that end, the Committee is looking for a systems person and is hopeful that someone in the township with that type of experience will materialize.
- completing the re-assessment of all properties in the township to make the tax levy fair and equitable overall There are some who get an attorney to file for tax appeal and others that sit back and pay their taxes. The latter are getting a raw deal, so this effort will help make the township tax base more equitable and fair.
- working to retire the township debt It is felt that the township has enough debt and ways to reduce it are being looked into.
- selling excess township real estate The township is holding too much and needs to move some properties. Although it's not a great time, it's something that has to be at least looked into.
- ensuring that our committees are populated with resident experts We have people in the township with a lot of expertise and the idea is to try to flush some of them out to help out with township efforts.
- continuing towards making West Amwell the most desirable place to live in the State of New Jersey It may not be something that is attainable but small incremental steps can be made toward that goal and it is where he would like to think that the township is moving.

Mr. Fisher concluded by thanking everyone for coming out today. He also noted that Freeholder Rob Walton, a great supporter at the County level, was in the audience and that it's an honor to have him in attendance.



Mr. Rich offered that Mr. Fisher had touched on everything. He congratulated the new mayor and commented that they're glad to have him in that position. Looking back at 2011, the township has turned a huge corner from where it was a few years ago, financially, and that things are on track to really control all costs. He expressed appreciation to Mrs. Olsen, noting that she was even sending out e-mails on New Year's Eve--working. The upcoming year is expected to be a tough one but Mr. Rich expects to build on 2011 successes. He stated that he is glad to be a part of this Committee but that they are just one piece to the puzzle as there are a lot of volunteers that make this thing work and keep costs down. An expression of appreciation was advanced to all involved, especially his wife and family for showing up.

Mr. Molnar thanked his wife, mother and daughter for their support and relayed that the reason he went for another three years is that the other committeemen are great to work with. It's a lot of work but if it were not fun, he wouldn't do it. He, too, thanked everyone for attending today and for volunteering. Happy New Year!

**OPEN TO THE PUBLIC:**

Carolyn Deal inquired about the amount of debt and if any of it was for attorneys. Mr. Fisher relayed that it's about \$7 million, although most of it is for open space. The township has been going hell bent for leather for preservation, and a great done was done, but we're going to turn that corner and start trying to pay down the debt. As for the latter, the township cannot borrow to pay for attorneys, which is why stopping all that nonsense was the first thing that was done. Mr. Rich added that the focus will be put back on the operation of this town. There's \$3 million dollars sitting in the open space trust fund but on the operating end of the business, there's around \$150,000 in surplus. This is very lopsided and correcting that will be the focus. Mrs. Deal expressed her appreciation to the Committeemen for doing a good job.

**ADJOURNMENT:**

There being no further business, the meeting was unanimously adjourned at 1:50 p.m. on motion by Molnar, seconded by Rich.

Respectfully submitted,

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Lora L. Olsen, RMC  
Township Clerk