

WEST AMWELL TOWNSHIP COMMITTEE RE-ORGANIZATION MEETING  
January 2, 2013 – 7:00 p.m.

**FLAG CEREMONY & PLEDGE OF ALLEGIANCE:**

A contingent of local Cub and Boy Scouts, together with their pack/troop leaders, presented the colors and led those gathered in the Pledge to the American flag. Participants included Porter Little, Thomas Little, Mathew Cally, Seth Geis, Nicholas Nunziata, Robert Tomenchok III, Andrew Underwood, Marc Gambino, Casey Carter, Bryce Pietras, Jess Cally and Jack Bednar.

The 2013 Annual Reorganization Meeting of the West Amwell Township Committee was called to order at 7:05 p.m. by Township Clerk Lora Olsen. Present were Committee members Zachary T. Rich, Thomas J. Molnar and Committee member-elect George A. Fisher. The Committee was joined by a crowd of approximately 45 people.

In compliance with the Open Public Meetings Act, Mrs. Olsen announced that that notice of this Re-Organization meeting being published in the December 20, 2012 issue of the Trenton Times and 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 Certificate of Election held on November 6, 2012 from the Hunterdon County Board of Canvassers certifying the election of George A. Fisher to a three-year term on the Township Committee.

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

**NOMINATION OF 2013 MAYOR:**

Mrs. Olsen called for nominations for Mayor of West Amwell Township. Zach Rich was nominated on motion by Mr. Fisher with a second provided by Mr. Molnar for 2013 Mayor. No other nominations were received. Nomination unanimously approved.

Mrs. Olsen administered the **Oath of Office** to Mr. Rich with wife Emily and daughters Juliette and Brielle, holding the Bible for the swearing-in ceremony.

**NOMINATION OF 2013 DEPUTY MAYOR:**

Nominations for Deputy Mayor were solicited. Tom Molnar was nominated on motion by Mr. Fisher with a second provided by Mr. Rich for 2013 Deputy Mayor. No other nominations were received. Nomination unanimously approved.

Mrs. Olsen administered the **Oath of Office** to Mr. Molnar with daughter Caitlin holding the Bible for the swearing-in ceremony.

The Committee members exchanged seating positions and Mayor Rich took over the meeting.

**CONSENT AGENDA**

Mayor Rich announced that Resolutions #01-2013 through #17-2013 are covered under the consent agenda; considered to be routine by the Township Committee; and, will be enacted by one motion.

**DESIGNATING A MEETING SCHEDULE**

RESOLUTION #01-2013

BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey, that during 2013 the Township Committee will hold regularly scheduled meetings as follows:

January 14, 23	April 8, 24	July 24	October 7, 23
February 11, 27	May 13, 22	August 28	November 4, 27
March 11, 27	June 10, 26	September 9, 25	December 9, 30

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 #02-2013**

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. Special Presentation(s)
8. Introduction of Ordinances and/or Public Hearings
9. Standing Committee Reports
10. Unfinished Business
11. New Business
12. Open to the Public
13. Administrative (includes Payment of Bills—last regular meeting of each month; Reports; Website review)
14. Correspondence
15. 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 no later than noon on the Friday prior to the meeting.

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

##### **RESOLUTION #03-2013**

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 #04-2013**

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 #05-2013**

BE IT RESOLVED that Hopewell Valley 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 #06-2013**

BE IT RESOLVED that TD Bank, Hopewell Valley Community Bank, 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 Hopewell Valley Community 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 #07-2013**

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, 2013
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 #08-2013**

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 #09-2013**

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 #10-2013**

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 #11-2013**

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 #12-2013**

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, 2013 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 2013 LOCAL PROPERTY TAX APPEALS**

**RESOLUTION #13-2013**

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 2013 and defending or settling all 2013 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 #14-2013**

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 #16-2013

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.

**RESOLUTION CONCERNING CLOSED SESSION MINUTES & WEBSITE UPDATING**

RESOLUTION #17-2013

BE IT RESOLVED by the Township Committee of West Amwell Township that

1. Closed Session minutes from all Committee and Board meetings will be reviewed by those bodies at least one time per year to ascertain status of release
2. Agendas for all Committees and Boards will include a 'review of website' action item to insure that information is current
3. That copy of this Resolution be distributed to all West Amwell Township Boards and Committees

*Resolutions #01-2013 through #17-2013 were unanimously approved on motion by Fisher, seconded by Molnar.*

**RESOLUTION DESIGNATING TEMPORARY BUDGET**

RESOLUTION #18-2013

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 2013 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 2013; and

WHEREAS, the total appropriation in the 2012 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is \$2,358,372.00; and

WHEREAS, one-fourth of the total appropriations in the 2012 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$589,593.00.

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, 2013, and that a certified copy of this Resolution be transmitted to the Treasurer for his records:

WEST AMWELL TOWNSHIP TEMPORARY BUDGET 2013  
(See attached)

Total 2013 Temporary Budget	\$589,593.00
Maximum Permitted by Law	\$589,593.00

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

Mayor Rich requested that the following Non Fair & Open contract awards be handled together with one motion. There was no objection raised to this course of action.

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

**RESOLUTION #19A-2013**

WHEREAS, the Township of West Amwell has a need to acquire services of a registered municipal auditor as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Charles Case of Withum Smith & Brown has submitted a proposal dated December 18, 2012 for the audit of Township financial records for an estimated cost of \$19,200.00; and

WHEREAS, a Political Contribution Disclosure form has been received from Charles Case of Withum Smith & Brown and is on file; and

WHEREAS, Charles Case of Withum Smith & Brown has completed and submitted a Business Entity Disclosure Certification which certifies that Withum Smith & Brown has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit Withum Smith & Brown from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Auditor OE and Financial Administration OE

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Charles Case of Withum Smith & Brown as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

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

**RESOLUTION #19B-2013**

WHEREAS, the Township of West Amwell has a need to acquire services of an Engineer non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Richard Roseberry of Maser Consulting Engineers has submitted a proposal dated December 6, 2012, for the provision of Engineering Services for the Township; and

WHEREAS, a Political Contribution Disclosure form has been received from Richard Roseberry of Maser Consulting Engineers and is on file; and

WHEREAS, Richard Roseberry of Maser Consulting Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Maser Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit Maser Consulting Engineers from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Engineering Services OE, Planning Board OE, and various trusts, escrows and capital ordinances

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Richard Roseberry of Maser Consulting Engineers as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

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

**RESOLUTION #19C-2013**

WHEREAS, the Township of West Amwell has a need to acquire services of a Municipal Attorney as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Philip J. Faherty of Hunt & Faherty has submitted a proposal dated December 18, 2012 for the provision of legal counsel to the Township; and

WHEREAS, a Political Contribution Disclosure form has been received from Philip J. Faherty of Hunt & Faherty and is on file; and

WHEREAS, Philip J. Faherty of Hunt & Faherty has completed and submitted a Business Entity Disclosure Certification which certifies that Hunt & Faherty has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit Hunt & Faherty from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Township Attorney OE

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Philip J. Faherty of Hunt & Faherty as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

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

RESOLUTION #19D-2013

WHEREAS, the Township of West Amwell has a need to acquire services of a special counselor for open space contracts as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Sharon Dragan of Ballard & Dragan submitted a proposal dated December 6, 2012 for the provision of legal counsel for open space contracts to the Township; and

WHEREAS, a Political Contribution Disclosure form has been received from Sharon Dragan of Ballard & Dragan and is on file; and

WHEREAS, Sharon Dragan of Ballard & Dragan has completed and submitted a Business Entity Disclosure Certification which certifies that Ballard & Dragan has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit Ballard & Dragan from making any reportable contributions through the term of the contract, and

WHEREAS sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under various capital ordinances and reserves

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Sharon Dragan of Ballard & Dragan as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

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

RESOLUTION #19E-2013

WHEREAS, the Township of West Amwell has a need to acquire services of a Municipal Prosecutor as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Philip J. Faherty of Hunt & Faherty has submitted a proposal dated December 18, 2012 for the provision of prosecutor services to the Township for an estimated cost of \$20,000.00; and

WHEREAS, a Political Contribution Disclosure form has been received from Philip J. Faherty of Hunt & Faherty and is on file; and

WHEREAS, Philip J. Faherty of Hunt & Faherty has completed and submitted a Business Entity Disclosure Certification which certifies that Hunt & Faherty has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit Hunt & Faherty from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Township Prosecutor OE

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Philip J. Faherty of Hunt & Faherty as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

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

RESOLUTION #19F-2013

WHEREAS, the Township of West Amwell has a need to acquire services of a Bond Counsel as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Andrea Kahn of McManimon & Scotland has submitted a proposal dated December 7, 2012 for the provision of bond counsel services to the Township; and

WHEREAS, a Political Contribution Disclosure form has been received from Andrea Kahn and is on file; and

WHEREAS, Andrea Kahn of McManimon & Scotland has completed and submitted a Business Entity Disclosure Certification which certifies that McManimon & Scotland has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit McManimon & Scotland from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Financial Administration OE and various Bond ordinances

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Andrea Kahn of McManimon & Scotland as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR & OPEN CONTRACT FOR ENGINEERING INSPECTION SERVICES**

RESOLUTION #19G-2013

WHEREAS, the Township of West Amwell has a need to acquire services of an Engineer for Inspection Services for the Creekside Preserve development as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Robert F. Lorentz of Heritage Consulting Engineers, has submitted a proposal dated December 10, 2012 for the provision of inspection services for the Creekside Preserve to the Township; and

WHEREAS, a Political Contribution Disclosure form has been received from Robert F. Lorentz and is on file; and

WHEREAS, Robert f. Lorentz of Heritage Consulting Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Heritage Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit Heritage Consulting Engineers from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Engineering OE

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Robert F. Lorentz of Heritage Consulting Engineers as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR & OPEN CONTRACT FOR HOUSING AND PLANNING CONSULTANT (COAH)**

**RESOLUTION #19H-2013**

WHEREAS, the Township of West Amwell has a need to acquire services of a Housing & Planning Consultant as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Shirley M. Bishop has submitted a proposal dated December 17, 2012 for the provision of housing and planning services; and

WHEREAS, a Political Contribution Disclosure form has been received from Shirley M. Bishop and is on file; and

WHEREAS, Shirley M. Bishop has completed and submitted a Business Entity Disclosure Certification which certifies that Shirley M. Bishop has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit Shirley M. Bishop q. from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Housing OE

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Shirley M. Bishop as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR & OPEN CONTRACT FOR SPECIAL ATTORNEY FOR VERIZON APPEAL**

RESOLUTION #19I-2013

WHEREAS, the Township of West Amwell has a need to acquire services of a Special Attorney for the Verizon Appeal as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Martin Allen of DeFrancesco, Bateman et al has submitted a proposal dated November 30, 2012 for the provision of services of special attorney for the Verizon appeal; and

WHEREAS, a Political Contribution Disclosure form has been received from Martin Allen and is on file; and

WHEREAS, Martin Allen of DeFrancesco, Bateman et al has completed and submitted a Business Entity Disclosure Certification which certifies that Martin Allen of DeFrancesco, Bateman et al has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit DeFrancesco, Bateman et al from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Legal OE

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Martin Allen of DeFrancesco, Bateman, et al as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR & OPEN CONTRACT FOR HOUSING REHAB CONSULTANT/PLANNER**

RESOLUTION #19J-2013

WHEREAS, the Township of West Amwell has a need to acquire services of a Housing Rehab Consultant/Planner as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition will or may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Michael J. Kearney of Mullin & Lonergan Associates has submitted a proposal dated December 3, 2012 for the provision of housing rehab consultant/planner services for the Township; and

WHEREAS, a Political Contribution Disclosure form has been received from Michael J. Kearney and is on file; and

WHEREAS, Michael J. Kearney of Mullin & Longergan Associates has completed and submitted a Business Entity Disclosure Certification which certifies that Michael J. Kearney of Mullin & Lonergan Associates has not made any reportable contributions to a political or candidate committee in the Township of West Amwell in the previous one year, and that the contract will prohibit Mullin & Lonergan Associates from making any reportable contributions through the term of the contract, and

WHEREAS, sufficient funds are available in the 2013 Temporary Budget and will be made available in the 2013 Municipal Budget for the Township of West Amwell under line item Housing OE

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell authorizes the Mayor to enter into a contract with Michael J. Kearney of Mulltin & Longergan Associates as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value 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

*Resolutions #19A-2013 through #19J-2013 were unanimously approved on motion by Molnar, seconded by Fisher.*

#### **APPOINTING A PAIC FUND COMMISSIONER & ALTERNATE**

##### **RESOLUTION #20-2013**

Be It Resolved, by the Township of West Amwell, County of Hunterdon, State of New Jersey, that it hereby appoints Zach Rich as Fund Commissioner and George Fisher 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. \_\_\_Zach Rich\_\_\_ Fund Commissioner
2. \_\_\_George Fisher\_\_\_Alternate Fund Commissioner
3. Public Alliance Insurance Coverage Fund

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

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

##### **RESOLUTION #21-2013**

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 Steve 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. Steve Bartzak (Alternate Safety Coordinator)
- 3. Public Alliance Insurance Coverage Fund

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

**DESIGNATING AN ACTING COURT ADMINISTRATOR**  
RESOLUTION #22-2013

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 Administrator 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 Fisher.

**APPOINTING AN EMERGENCY MANAGEMENT COMMITTEE**  
RESOLUTION #23-2013

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	_____Zach Rich ____	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	_____Tom Molnar_____	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	_George Fisher_ & 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 Fisher, seconded by Molnar.*

#### **AUDITOR**

##### **RESOLUTION #24-2013**

BE IT RESOLVED that Charles Case be reappointed as Auditor for the Township of West Amwell for the year 2013 and that he be required to prepare the 2013 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 Fisher.*

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

##### **RESOLUTION #25-2013**

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), Joanna Perilli 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 Fisher.*

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

##### **RESOLUTION #26-2013**

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 duties currently enjoyed by the Attorney General, prosecutor and their respective designees.

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

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

##### **RESOLUTION #27-2013**

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 Fisher, seconded by Molnar.*

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

##### **RESOLUTION #28-2013**

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 Fisher, seconded by Molnar.*

**2013 EMPLOYEE & BOARD/COMMITTEE APPOINTMENTS:**  
Mayor Rich made the following appointments:



Deputy BOH Secretary	1 year	Sandy Haberle
Tax Search Officer	1 year	Mary Hyland
Assessment Inspection Officer	1 year	David Gill
Assessment Search Officer	1 year	Lora Olsen
Assistant Treasurer	1 year	Sandy Haberle
Payroll Clerk	1 year	Sandy Haberle
Clerk Typists/Admin Secretaries	1 year	Sandy Haberle Donna Griffiths Lora Olsen
Affirmative Action Officer	1 year	Lora Olsen
Clean Communities Coordinator	1 year	Lora Olsen
Municipal Housing Liaison/AA	1 year	Victoria Rose
Certify Officer - Health Benefits	1 year	Lora Olsen
Certifying Officer - PERS & PFRS	1 year	Tom Carro
Safety Coordinator	1 year	Frank DeFazio
Alterate Safety Coordinator	1 year	Steve Bartzak
Substitute MCO	1 year	TBD
Substitute Bldg Sub-Code	1 year	TBD
Substitute Electric Sub-Code	1 year	TBD
Substitute Plumbing Sub-Code	1 year	TBD
Substitute Fire Sub-Code	1 year	TBD
Technical Ass't to Construction	1 year	Regina Taylor
Substitute Technical Ass't	1 year	TBD
Fire Safety Official	1 year	Jason Fretz
Zoning Official	1 year	Lonnie Baldino
Court Administrator	1 year	Lolly Hoagland
Violations Clerk	1 year	Dawn Augustine
Court Security Officer	1 year	TBD
Police Secretary	1 year	Donna Griffiths
Police Matrons (2)	1 year	Donna Griffiths TBD
Road Supervisor	1 year	Randy Hoagland
Road Foreman	1 year	Frank DeFazio
911 Coordinator	1 year	Harry Heller
Animal Control Officer	1 year	Nate Barson
Dog Registrar	1 year	Sandy Haberle
Waste Security Officer	1 year	TBD
Ass't Waste Security Officer	1 year	Bob Gordon
Waste Security Laborer	1 year	Curtis Coleman
Substitute Waste Security Laborers	1 year	John Aneskewich Allen Sutch
Municipal Offices Custodian	1 year	Allen Sutch
Indoor Air Quality Designee	1 year	Randy Hoagland
Haz Com Designee	1 year	Randy Hoagland
Senior Citizen Coordinator	1 year	Phyllis Chrismer
Deputy Senior Citizen Coordinator	1 year	Phyllis McGuire
PAIC Commissioner	1 year	Zach Rich
PAIC Alternate Commissioner	1 year	George Fisher
Affordable Housing Board		
(2) 3 year terms		Held
(1) Unexpired 3 year term		Held
Ag Advisory		
(2) 3 year terms		Bill Kiriluk David Miller

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Board of Health

- (1) 3 year term
- (1) 2 year term – Alternate #1
- (1) 2 year unexpired term – Alt #2

Ken Hart  
Jim Cally  
Kyle Kilmer

CADB

- (2) 1 year terms

Hal Shute  
Chester Urbanski

Community Forestry

- (1) 3 year term
- (2) 3 year unexpired terms

Held  
Held

Environmental Commission

- (3) 3 year terms
- (1) 2 year – Alternate #1
- (1) 2 year unexpired term – Alt #2
- Chair

Karen Baldino  
Janice Zuzov  
Dan Longhi  
TBD  
Cathy Urbanski

Historic

- (2) 3 year terms

Ruth Hall  
Martha Shea  
Ruth Hall

Local Historian

Local Assistance Board

- (1) 1 year term
- (1) 2 year term

Pat Masterson  
Lora Olsen

Open Space

- (2) 3 year terms

Judy O'Brien  
Marla Ashton

Parks & Recreation

- (3) 3 year terms

Sam Jeffries  
Aaron Sneddon  
Jeff Ent

Planning Board

- (1) Class I – 1 year
- (1) Class II – 1 year
- (1) Class III – 1 year
- (1) 2 year term – Alternate #2

Zach Rich  
Lonnie Baldion  
Tom Molnar  
Ted Hills

Recycling

- (7) 1 year terms

Porter Little  
Justin Holohan  
Randy Hoagland  
Ken Hart  
Paul Cronce  
Nella Hamtil  
Porter Little  
Porter Little  
TBD

Coordinator  
SWAC Representative  
SWAC Alternate

Zoning Board of Adjustment

- (2) 4 year terms
- (1) 2 year term – Alternate #2

Brian Fitting  
Rob Fulper II  
Bob Bordon

STANDING COMMITTEES

Cable Franchise –  
Tom Allibone  
Richard Schaible  
**TBD**

Finance Advisory –	
Steve Bergenfeld	Rob Tomenchok
Jim Hamtil	Hal Shute
Gary Hoyer	Porter Little
Dan Malek	

PARIS Records Committee –		
Regina Taylor	Randy Hoagland	Ruth Hall
Donna Griffiths	Tom Carro	Randy Hoagland
Maria Andrews	Mary Hyland	Lora Olsen

Sourlands Alliance  
TBD  
TBD

Stormwater – Randy Hoagland, Coordinator

AD HOC COUNTRY FAIR COMMITTEE  
Betty Jane Hunt – Chair  
Breanna Fulper

*The Mayor's 2013 Appointments were unanimously approved on motion by Fisher, seconded by Molnar.*

**DEPARTMENT DESIGNATIONS:**

Mayor Rich made the following department designations:

Roads – Tom Molnar  
Sanitation/Recycling – George Fisher  
Police/Public Safety Director – Zach Rich  
Personnel – Zach Rich

**COMMITTEE LIAISONS:**

Mayor Rich made the following Committee liaison appointments:

Affordable Housing – TBD  
Agricultural Advisory – Tom Molnar  
Buildings & Grounds – Tom Molnar  
Community Forestry – George Fisher  
Connaught Hill Project – Zach Rich  
Environmental Commission – Zach Rich  
Finance Advisory – Zach Rich  
Historic – Zach Rich  
Open Space – George Fisher  
Parks & Recreation – Tom Molnar  
West Amwell School – Zach Rich  
SHRHS – George Fisher

**APPLICATION FOR JUNK YARD PERMIT RENEWAL**

RESOLUTION #29-2013

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 2013

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

**AWARD OF SALT BID:**

**RESOLUTION # 30-2013**

WHEREAS, a master contract was awarded to International Salt Company, LLC (Rock Salt) by the Hunterdon County Board of Chosen Freeholders, Bid No. 2012-19 for the 12/13 season, and

WHEREAS, West Amwell Township has indicated need of up to 600 tons @ \$51.87/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 2013 Temporary Budget and will be made available in the 2013 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 2013.

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

**INTRODUCTION OF ORDINANCE 1, 2013 SALARY & WAGE:**

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 officials and employees of the township for the year 2013.

Mayor .....	\$3459.00
Township Committee .....	\$2901.00
Township Clerk .....	\$54,181.00 - \$66,221.00
Plus \$35.00/hr. for special & emergency meetings	
Registrar of Vital Statistics .....	\$2,340.00 - \$2,860.00
Deputy Township Clerk .....	\$22,464.00 - \$27,456.00
Deputy Registrar of Vital Statistics.....	\$900.00 - \$1,100.00
Director of Public Assistance .....	\$1,247.00 - \$1,524.00
Assessor .....	\$26,891.00 - \$32,867.00
Collector of Taxes .....	\$13,500.00 - \$16,500.00
Chief Financial Officer/Treasurer.....	\$27,000.00 - \$33,000.00
Certifying Officer for Pensions .....	\$1,080.00 - \$1,320.00
Assistant Treasurer .....	\$8,424.00 - \$10,296.00
Payroll Clerk .....	\$2,314.00 - \$2,829.00
Planning Board Secretary .....	\$11,700.00 - \$14,428.00
Plus \$200.00 per additional meeting over 12/year	
Deputy Planning Board Secretary .....	\$200.00/meeting
Board of Adjustment Secretary .....	\$5,490.00 - \$6,710.00
Plus \$200.00 each for special meetings	
Deputy Board of Adjustment Secretary .....	\$200.00/meeting
Board of Health Secretary .....	\$2,915.00 - \$3,561.00
Plus \$35.00/hr. for special & emergency meetings	
Animal Control Officer (ACO).....	18,000.00 - \$26,000.00
Dog Registrar .....	\$1,800.00 - \$2,200.00
Dog Census Takers .....	\$500.00 per district plus \$325.00 mileage per district
Judge .....	\$10,227.00 - \$12,561.00
Court Administrator .....	\$34,524.00 - \$42,196.00
Construction Code Official.....	\$8,303.00 - \$10,148.00
Plumbing Sub-Code Official & Inspector.....	\$4,334.00 - \$5,297.00
Electric Sub-Code Official & Inspector .....	\$5,850.00 - \$7,150.00

Building Sub-Code Official & Inspector .....	\$6,750.00 - \$8,250.00
Fire Sub-Code Official & Inspector .....	\$4,050.00 - \$4,950.00
Fire Official .....	\$5,429.00 - \$6,635.00
Zoning Officer .....	\$7,656.00 - \$9,356.00
Police Administrative Secretary .....	\$23,295.00 - \$28,471.00
Municipal Housing Liaison/AA .....	\$22.50 - \$27.50/hr
Office Assistant .....	\$12.17 - \$14.87/hr
General Office Secretary/Clerk .....	\$12.17 - \$14.87/hr
Building Custodian .....	\$10.30 - 12.58/hr
Waste Security Officer .....	\$12.84 - \$15.70/hr
Assistant Waste Security Officer.....	\$10.42 - \$12.74/hr
Waste Security Laborer .....	\$10.30 - \$12.58/hr
Substitute Waste Security Laborers .....	\$10.30 - \$12.58/hr
Deputy Court Administrator .....	\$12.17 - \$14.87/hr
Violations Clerk .....	\$16.00 - \$20.00/hr
Court Security Officer.....	\$100.00 per court session
Open Space Secretary .....	\$13.50 - \$16.50/hr
Substitute MCO .....	\$28.97 - \$35.41/hr
Substitute Plumbing Official & Inspector .....	\$28.97 - \$35.41/hr
Substitute Sub-Code Officials & Inspectors .....	\$28.97 - \$35.41/hr
Technical Assistant to Construction .....	\$15.91 - \$19.45/hr
Substitute Technical Assistant .....	\$15.91 - \$19.45/hr
Road Supervisor .....	\$26.87 - \$32.85/hr
Road Foreman .....	\$20.44 - \$24.98/hr
Road Class A (10 or more years of service) .....	\$18.69 - \$22.86/hr
Road Class B (5-10 years of service) .....	\$15.47 - \$18.91/hr
Road Class C (Less than 5 years of service) .....	\$14.51 - \$17.73/hr
Temporary Laborer .....	\$12.05 - \$14.72/hr
Part-time Officers .....	\$20.62 - \$25.20/hr
Part-time Officers Spec Duty .....	\$22.41 - \$27.39/hr
Police Matrons .....	\$17.27 - \$17.96/hr
with a minimum of 4 hours pay if called out between 9 p.m. and 6 a.m.	

## SECTION II

Definitions and Benefits are outlined in the West Amwell Township Policy Manual adopted December 28, 2005 with amendments through March 3, 2010

## 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.

*The Ordinance was unanimously approved on first reading on motion by Fisher, seconded by Molnar. The public hearing will be held January 23, 2013.*

## RESOLUTION SETTING SALARY & WAGE:

### RESOLUTION #31-2013

BE IT RESOLVED by the Mayor and Township Committee of the Township of West Amwell that the salaries and compensation for officials and employees shall be as follows for 2013:

<u>Position</u>	<u>Salary</u> <u>Resolution</u>
Mayor Rich	\$ 3459.00

Township Committee members:

Molnar, Fisher	\$ 2901.00/each
Township Clerk Olsen	\$ 60,201.00
Registrar Olsen	\$ 2,705.00
Deputy Township Clerk Haberle	\$ 25,968.00
Deputy Registrar of VS Haberle	\$ 1,000.00
Director of Public Assistance Kuhl	\$ 1,441.00
Tax Assessor Gill	\$ 31,087.00
Tax Collector Hyland	\$ 15,606.00
CFO/Treasurer Carro	\$ 31,212.00
Certifying Officer for Pensions Carro	\$ 1,200.00
Assistant Treasurer Haberle	\$ 9,738.00
Payroll Clerk Haberle	\$ 2,675.00
Planning Board Secretary Andrews	\$ 13,525.00
Board of Adjustment Secretary Hall	\$ 6,100.00
Board of Health Secretary Olsen	\$ 3,238.00
Animal Control Officer Barson (shared service)	\$ 25,000.00
Dog Registrar Haberle	\$ 2,000.00
Dog Census Taker _____	\$ 500.00 per district (2)
Judge Barson	\$ 11,880.00
Court Administrator Hoagland	\$ 39,910.00
Construction Official Rose	\$ 9,598.00
Plumbing Sub Code Official Rose	\$ 5,009.00
Electrical Sub Code Official Janoski	\$ 6,630.00
Building Sub Code Official Rosso	\$ 7,650.00
Fire Sub Code Official Langon	\$ 4,050.00
Fire Official Fretz	\$ 5,649.00
Zoning Officer Baldino	\$ 8,506.00
Police Administrative Secretary Griffiths	\$ 26,929.00
Municipal Housing Liaison/AA Rose	\$ 22.50/hour
Housing Trainer Walsh	\$ 25.50/hour
Violations Clerk Augustine	\$ 18.00/hour
Open Space Secretary Rosikiewicz	\$ 15.00/hour
Assistant Waste Security Officer	
Gordon	\$ 12.05/hour
Waste Security Laborer Coleman	\$ 10.92/hour
Substitute WSL Sutch & Aneskewich	\$ 10.50/hour (each)
Building Custodian (Admin & Police) Sutch	\$ 10.50/hour
Substitute Construction Official _____	\$ 33.49/hour
Substitute Plumbing Official & Inspector _____	\$ 33.49/hour
Technical Assistant to Construction Taylor	\$ 18.39/hour
Road Supervisor Hoagland	\$ 31.07/hour
Road Foreman DeFazio	\$ 23.62/hour
Road Class A Pearson	\$ 18.88/hour
Road Class C Leary	\$ 15.00/hour
Part-time Officer Goccia	\$ 20.91/hour
Part-time Officer Breuer	\$ 20.62/hour
Police Matron Griffiths & _____ (min. 4 hrs pay if call out between 9 p.m. & 6 a.m.)	\$ 16.99/hour/each

BE IT FURTHER RESOLVED that this Resolution shall be retro-active to January 1, 2013.

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

**ANNOUNCEMENTS:**

Next Regular Meeting – January 14, 2013, 7 p.m.

Offices Closed January 21, 2013 Martin Luther King Day

2013 Reorganization Meeting Schedule (*tentative*)

Planning Board	Tues. January 15 – 7:30 p.m.
Board of Adjustment	Tues. January 22 – 7:30 p.m.
Environmental Commission	Thurs. January 10 – 7:30 p.m.
Board of Health	Thurs. January 24 – 7:30 p.m.
Open Space	Tues. January 8 – 7:30 p.m.

Discarded Christmas trees, stripped of all decoration, may be dropped off after the holidays at the Municipal Complex, 150 Rocktown-Lamb. Road on Saturday mornings. Please use designated area. Chips are available.

2013 Dog Licenses Due in January

**COMMENTS BY TOWNSHIP COMMITTEE MEMBERS:**

Mr. Fisher expressed appreciation to everyone for their support this past year, noting that a small government still has to do everything that the larger ones do, e.g., Trenton, Camden, and that without the help of all the volunteers, who have to take a lot on, the township could not run. A special thank you was extended to his wife Kathy for her assistance and to the other Committeemen as they have worked well together.

Mr. Molnar thanked the volunteers, as well as his family, for their efforts and support and echoed Mr. Fisher's sentiments as the Committee has gotten a lot done. He also stated that it's a pleasure to work with George and Zach, the volunteers as well as the employees, and Mrs. Olsen.

Mr. Rich directed love and appreciation to his wife Emily for letting him be involved in this activity, relaying that she's the backbone of the family, cares for the babies, and drives long hours back and forth to work so that the kids can have a better life. He then presented flowers to all family members in attendance and extended a 'happy birthday' to Heidi Tomenchok. Mr. Rich also thanked the other Committee members for their vote of confidence, noting that one couldn't ask for a better group to work with. To the taxpayers, he pledged fiscal conservative policies. To Lora, the employees and all the volunteers, Mr. Rich stated that a great environment has been created in which to work and serve; that the township has come a long way; and, is doing great things. He's proud of the committees and the work they been doing and the accomplishments that have been made. His life has been changed for the better here and hopes to return the favor. Mr. Rich then relayed a couple of quotes, the first from the Clemson Tiger's head coach, Dallas Sweeney, after a game where the team finished strong, that 'there comes a time in everyone's life where we're all capable of great things and all you have to do is step through the door and fulfill it.' A second quote was from his father, Toby Rich. This one was 'don't be afraid to fail.' Therefore, 'walk through the door, do great things and don't be afraid to fail.' Mr. Rich promised that he would give the job his all; won't let the folks down; and, anticipates a great year. Good wishes for a prosperous, happy and safe New Year were then extended.

Mr. Rich proceed to read the following resolution into the record.

**RESOLUTION #32-2013**

WHEREAS, on December 19, 2012, Mildred E. (Millie) Lambert passed from life on this earth as part of the sovereign plan of our Almighty God; and

WHEREAS, Millie Lambert was a life-long area resident, the last 69 years of which was spent in West Amwell; and

WHEREAS, Millie gave freely of her time and talents to West Amwell Township, her church, and the community at large, including participation in 4-H, and the West Amwell Ladies Auxiliary; and

WHEREAS, Millie served 30 years as West Amwell's tax collector and was honored in 1989 by Rutgers University for her efforts on behalf of the Hunterdon County Board of Taxation; and

WHEREAS, Millie was a West Amwell Township deputy clerk and served two terms as Clerk (1969-1972; 1976-1978), when the position was an elected one; and

WHEREAS, Millie was no stranger to Township politics, leading the local Democrat party for many years

IT IS HEREBY RESOLVED, by the Township Committee, acting on behalf of the residents of West Amwell, that Mildred E. Lambert be recognized as having served her community in a dedicated, honest and unselfish manner, as an individual and public servant, devoting many hours to the well being of the residents of West Amwell Township and the community at large.

BE IT FURTHER RESOLVED, that appreciation for this service be extended to her family. May we all endeavor to be citizens showing Millie’s character and dedication so that West Amwell may continue to be the kind of community she could be proud to say was her home on earth.

BE IT FURTHER RESOLVED, that in addition to spreading this Resolution in the records of the Township, a copy be presented to her family with our humble appreciation and deep sympathy.

<u>Zachary T. Rich</u>	<u>Thomas J. Molnar</u>	<u>George A. Fisher</u>
Zachary T. Rich	Thomas J. Molnar	George A. Fisher
Mayor	Committeeman	Committeeman

Attest: Lora L. Olsen  
Lora L. Olsen, RMC  
Township Clerk

*The Resolution was unanimously approved on motion by Fisher, seconded by Molnar, signed by all Township Committeemen and attested by the Clerk.*

**OPEN TO THE PUBLIC:**

Senator Shirley Turner came forward to relay that it was good to be back in West Amwell and see so many people turn out this evening. She offered congratulations to Mr. Rich on his new responsibilities and to Mr. Fisher for all the work that he’s done. On behalf of Assemblywoman Bonnie Watson-Coleman and Assemblyman Reed Gusciora, Senator Turner thanked the Committee for their perseverance and understanding in being without power for such a long time. She extended wishes to each one for a very happy, very healthy, and storm free New Year, noting that Mayor Rich and she had become phone pals during the days of super storm Sandy. Senator Turner also mentioned the fight in Washington over needed relief money for New Jersey and promised to press Verizon on the sorely needed Township infrastructure improvements, something that was discussed during her last visit. Happy New Year to you all!

Assemblyman Gusciora mentioned Mr. Fisher’s earlier comparison of West Amwell to Trenton, concurring that the duties are the same but not the indictments. He relayed that Senator Turner, Assemblywoman Watson-Coleman and he will be going on the JCP&L tour and will work so ensure that this doesn’t happen again. The State is taking on JCP&L’s leadership and response time, as it can be better, in that 15 or more days without power is unacceptable. He stated that the Township is part of the capital district and important as constituents. Happy New Year!

**ADJOURNMENT:**

There being no further business, the meeting was unanimously adjourned at 7:38 p.m. on motion by Fisher.

Respectfully submitted,

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Lora L. Olsen, RMC  
Township Clerk

APPROVED: January 14, 2013