

WEST AMWELL TOWNSHIP COMMITTEE MEETING

May 13, 2013 - 7:00 p.m.

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

The regular meeting of the West Amwell Township Committee was called to order at 7:06 p.m. Present were Mayor Zachary T. Rich, Deputy Mayor Thomas J. Molnar, Committeeman George A. Fisher, Clerk Lora Olsen and Attorney Philip J. Faherty III. Also in attendance were Hal Shute and John Cronce.

Mayor Rich announced that this meeting is called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was included in the Resolution faxed to the Hunterdon County Democrat and Trenton Times on January 2, 2013, was posted on the bulletin board in the Municipal Building on said date and has remained continuously posted as required under the Statute. A copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

The meeting was recorded via digital recording system.

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Deputy Mayor Molnar led those assembled in the pledge to the nation's flag.

AGENDA REVIEW BY TOWNSHIP CLERK

ANNOUNCEMENTS

The following announcements were made:

- West Amwell Country Fair, May 18th, 4-9 p.m., Municipal Complex
- Last Day to Register for June Primary is May 14th
- Municipal Offices Closed May 27th for Memorial Day
- Regionalization Town Hall Meeting, June 3rd @ 7 p.m., Municipal Building
- Primary Election, June 4th from 6 a.m. to 8 p.m. in Municipal Building
- Fire Company Chicken Bar-B-Q, June 8th from 4-7 p.m., Firehouse
- Please Come to the Table if You Wish to Address the Committee
- Kindly Turn Cell Phones Off During Meeting

PRESENTATION OF MINUTES

The April 24, 2013 Regular meeting minutes were approved on motion from Molnar, seconded by Rich. Motion carried with Fisher abstaining.

OPEN TO THE PUBLIC/TOPIC NOT ON THE AGENDA

John Cronce relayed that he has found volunteers to paint the new portion of the firehouse and is now requesting that the Township provide the paint, as previously agreed. One gallon each of primer, white and red paint is required. A receipt will be provided for reimbursement purposes.

SPECIAL PRESENTATION(S)

INTRODUCTION OF ORDINANCE AND/OR PUBLIC HEARING

Public Hearing: Ordinance 4, 2013 AN ORDINANCE PROVIDING FOR THE FUNDING OF THE TOWNSHIP'S SHARE OF THE COST OF THE ACQUISITION OF A PARTIAL INTEREST IN FEE SIMPLE OF CERTAIN REAL PROPERTY KNOWN AS BLOCK 29, LOT 16 IN AND BY THE TOWNSHIP OF WEST AMWELL, IN THE COUNTY OF HUNTERDON, NEW JERSEY, AND APPROPRIATING \$45,000.00 FROM THE OPEN SPACE TRUST FUND OF THE TOWNSHIP OF WEST AMWELL

Proof of publication in the May 2, 2013 issue of the Hunterdon County Democrat was presented. The ordinance has been posted and available to the public since its introduction at the April 24, 2013 Township Committee meeting. The referenced property is known as Wooden North. Mr. Rich read the Ordinance by title and opened the public hearing. Hearing no comments, the public hearing was unanimously.

Fisher moved for adoption of the Ordinance and Molnar seconded. Motion carried unanimously.

STANDING COMMITTEE REPORTS

Open Space

- *Trails*: Mr. Cronce reported that a trail walk with Mr. Shute will be scheduled in the near future. The proposed area was previously flagged.
- *Easement Monitoring Update*: Three properties were completed on Saturday and another three previous to that time. No problems have been encountered so far. However, Mr. Cronce relayed that he's been questioned by easement holders about what to do if there's a leaning tree that threatens. He has been responding that if it's an emergency life/property situation, that the tree be cut down but that a call be placed to the Clerk stating block/lot, name and address. This information would then be relayed to Mr. Cronce. No objection was raised to what Mr. Cronce has been relaying to the easement holders. However, it was suggested that he add to the response that 'a photo be taken' for the easement holder's additional protection.

Finance Advisory

- *Authorization to Post April 4, 2013 Minutes to Website*: Approved

Community Forestry

- *Receipt of Letter of Resignation*: Gary Robinson's letter of resignation was accepted. A letter of appreciation for his service will be sent.
- *Next Steps*: Hal Shute reported on a conversation with Les Alpaugh concerning the grant. The original plan developed five years ago expired. An application was made for a revision and a grant of \$3000 was approved, which is now overdue. A vision for what the Township is looking for is needed in order to proceed. Also, a forestry plan can assist in obtaining other grant money. Possibilities here could involve a grant for removing and selling trees at cost to urban areas or a plan for forest management. Mrs. Olsen referenced an August 31, 2012 letter whereby the \$3000 grant for plan development ended on July 28, 2012, with final documentation due by December 10, 2012. The letter also stated that there was no grant extension beyond this date. As the possibility of tree removal for Toll sounded interesting, Mr. Fisher offered that a plan be put together. Mr. Shute will call Mr. McCartney to see what might be done before the grant money is pulled. This item will be on the next agenda for final disposition. Mr. Alpaugh will be so advised.

UNFINISHED BUSINESS

Closed Session (Personnel) – Item held.

Possible Appointments – None

Updates – 1) Mr. Rich advised that QScend has until the end of the week to provide a deadline start date for the **website** or something will have to be changed. 2) Mrs. Walsh will be requested to perform a phone interview to pre-screen applicants for the **MHL/AA** position. 3) Attorney Faherty advised that in order to accept the gift of **83 Belvidere**, an ordinance is required. He'll have one prepared for the next meeting. 4) Mr. Rich advised that the Township cannot assess the **United Water** dams. All that can be done is tax the real estate under the dam. 5) Mr. Fisher relayed that he and Mr. Shute walked the property for the **SHREC** solar panels that that Brad Campbell and another man from the construction company showed up...unannounced. Mr. Campbell is still trying to get financing but Mr. Fisher relayed that there's a July 1 drop dead letter whereby if nothing is started, we move on. He noted that the monthly meetings have also not happened. As for the energy aggregation project, the RFP is still being assembled.

Resolutions for Equipment Purchase

- *Computers for Construction & Various Boards/Committees*:

RESOLUTION #86-2013

WHEREAS, West Amwell Township is in need of computers for the both the Construction Department and various Boards/committees of the Township; and,

WHEREAS, JWS has provided a quote for two Dell Optiplex 3010 Towers, exclusive of setup, for \$1,994.00; and

WHEREAS, the CFO has certified that funds are available in Ordinance 10, 2012 for this purpose.

THEREFORE BE IT RESOLVED by the West Amwell Township Committee that the purchase of two Dell Optiplex 3010 Towers be authorized as per the attached proposal.

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

- *Laptop Recorder.*

RESOLUTION #87-2013

WHEREAS, West Amwell Township is in need of a new laptop computer as an upgrade for the recording equipment used by the Planning Board, Zoning Board and various committees of in the Township; and

WHEREAS, Office Business Systems Inc. will provide a new Lenovo Notebook PC together with upgraded FTR software, including installation, programming and one year on-site warranty for parts and labor for \$1,295.00; and

WHEREAS, the CFO has certified that funds are available in Ordinance 10, 2012 for this purpose.

THEREFORE BE IT RESOLVED by the West Amwell Township Committee that the purchase of a new Lenovo Notebook PC with upgraded FTR software be authorized as per the attached proposal.

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

DPW Activities

- *Summer Help for Mowing Operations:* A flyer for distribution will be developed and additional outreach undertaken through the website, high school and county. All applicants have to be at least 18 years of age. Mr. Cronic suggested that larger equipment for mowing operations is needed and wondered what might be available under state contract. He also suggested that Open Space could help pay for this. As there was general concurrence for a larger mower, Mr. Hoagland will be requested to research same.

- *Tire Removal/Clean Communities:* There are a lot of tires at the DPW and a contractor has been contacted to provide a container for removal purposes. Clean Communities money can be used for the disposal cost. Offering a tire cleanup for residents was discussed. Mr. Hoagland will be contacted concerning the vendor.

NEW BUSINESS

CCO Program for Construction: Mr. Rich relayed that he met with Construction staff and that the file organization system is moving forward. There was also some discussion about having a CCO in place whereby prior to a house sale, there would be a check on permits or lack thereof. Concern here revolved around authority issues and 'buyer beware' was noted. Currently the Fire Official does smoke/carbon monoxide checks. Some progress is being made on closing out old permits but it would be helpful if there was someone available a few hours each week to make inspection arrangements in order to produce results. However, there is no current staff member available to undertake this work.

Direction Concerning Ordinances Updates: Several ordinances need to be reviewed and revised in order to be enforceable as times and staff has changed. Specifically, these include housing, streets and roads, soils and driveways. The latter is currently under discussion at the Planning Board and housing will be researched further by Mrs. Olsen. More specifics on the areas of concern will be provided.

November Rabies Clinic Location: The Board of Health discussed and agreed that this be moved to the lower level of the municipal building. The County has been advised of the change. Local notification is pending.

PAIC Survey of Facilities & Playgrounds: Responses to the survey were reviewed and approved for submission.

OPEN TO THE PUBLIC

ADMINISTRATIVE REPORTS

Treasurer –

RESOLUTION #88-2013

WHEREAS, it has been determined by the Zoning Board of West Amwell Township that the following applicant's escrow fees are in excess of what was needed to cover their charges, and

WHEREAS, the Zoning Board has approved a refund of the following amount;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of West Amwell that the Treasurer is hereby authorized to refund the following amount to the applicants:

Applicant	Amount Refunded
Robert Somogyi	\$25.00

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

Tax Collector –

RESOLUTION #89-2013

WHEREAS Tax Sale Certificate #201208 for Block 44, Lot 12; 129 Hancock Street assessed to Howard Gailloux was sold on October 9, 2012 to US Bank Cust for Pro Capital I and

WHEREAS the amount of \$9,294.84 has been received from Wells Fargo Home Mortgage for the owner of the property for the redemption of this certificate,

THEREFORE BE IT RESOLVED that the Treasurer be authorized to prepare, and the Mayor, Clerk and Treasurer be authorized to sign a check in the amount of \$9,294.84 payable to US Bank Cust for Pro Capital I.

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

The monthly report for April 2013 was received showing receipts in the amount of \$676,210.65.

Clerk/Human Resources – Review of the Personnel Manual will be scheduled for the June 10th meeting.

Construction – The Permit Fee Log details (22), Monthly Activity Report-Permits, Payment Audit Report (\$11,073; 34), Monthly Activity Report-Certificates (4), Certificate Log Detail (4) were received for PermitsNJ.

Court – The April 2013 monthly report was received showing a ticket total of 320 (266 local) and the receipt of \$15,856.94.

Website Review - Held

The reports were unanimously received as filed.

The Closed Session item that was held earlier was invoked.

RESOLUTION #90-2013

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

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

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

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.

2. The general nature of the subject matter to be discussed is as follows:

PERSONNEL

3. It is anticipated at this time that the above stated subject matter will be made public when the matter has been resolved.

4. This Resolution shall take effect immediately.

Motion by Molnar to approve the Resolution was seconded by Fisher. Motion carried unanimously.

CORRESPONDENCE

The correspondence as listed on the Agenda was ordered filed.

ADJOURNMENT

There being no further business, the meeting was unanimously adjourned at 8:31 p.m. on motion from Molnar.

Respectfully submitted,

Lora Olsen, RMC
Township Clerk

APPROVED: May 22, 2013