

SPECIAL WEST AMWELL TOWNSHIP COMMITTEE MEETING

September 13, 2012 – 5:45 p.m.

The West Amwell Township Committee met on the above date at 5:48 p.m. Present: Mayor Fisher, Committeemen Rich and Molnar and Clerk Olsen. Also in attendance, at various times, were Lt. Stephen J. Bartzak, Helen Laesker, Christine Rosikiewicz, Cathy Urbanski and Hal Shute.

In compliance with the Public Meetings Act, Mayor Fisher announced that this Special Meeting was called pursuant to the provisions of the Open Public Meetings Act with notices faxed to the Hunterdon County Democrat and the Trenton Times on September 5, 2012. 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, except for the Closed Sessions.

CLOSED SESSION:

RESOLUTION #153-2012

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:

CONTRACT NEGOTIATIONS (Police Lt.)

PERSONNEL (Interviews)

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.

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

The meeting returned to Open Session at 6:12 p.m. to discuss the following item with Lt. Bartzak.

E-TICKET DISCUSSION WITH LT. BARTZAK:

The lieutenant relayed that he has one proposal for \$14,000 so the item has to be bid. He has a list of vendors but needs to do more research. Whether this item is available as a State bid also needs to be determined. A meeting with the Court Administrator concerning both the process and the program has also been held with good results. Lt. Bartzak also relayed that the use of hard copy tickets will not go away as there will always be occasions with power and/or computer outages as well as areas with dead spots that block transmission. The information entered for an e-ticket goes to the main data base at the State and can be accessed by the Court Administrator through her office terminal. Also noted was that North County municipalities of Readington and Clinton are currently using this system and that West Amwell would be leading the way in the South County.

Mayor Fisher offered that forward movement should continue although money could be a challenge.

The meeting returned to Closed Session.

RESOLUTION #154-2012

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

PERSONNEL (Interviews)

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.

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

RESOLUTIONS:

- Mowing/Trimming Quotes: The low bidders from the initial solicitation were contacted for a revised quote covering just the remainder of 2012.

RESOLUTION #155-2012

WHEREAS, it has been determined that the mowing/trimming operation in the Calton (Estates @ West Amwell) development needs to be outsourced for the remainder of the 2012 mowing season; and,

WHEREAS, quotes were solicited with the following results:

Landscape Maintenance Services, Inc.	\$4,800.00
K Kraft & Sons Trucking, LLC	\$5,700.00 (\$1900/monthx3 months)

WHEREAS, the apparent low bidder is Landscape Maintenance Services, Inc. and a Certificate of Insurance will be required prior to the start of any work; and

WHEREAS, a Business Registration Certification has been received; and

WHEREAS, the CFO has certified that sufficient money is available in the Open Space Trust account for this activity

THEREFORE BE IT RESOLVED that the quote for the mowing/trimming operation in the Calton (Estates @ West Amwell) development is hereby awarded to Landscape Maintenance Services, Inc., subject to the submission of a Certificate of Insurance.

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

- Tractor Quotes: The purchase of a used tractor was included in the 2011 bond ordinance.

RESOLUTION #156-2012

WHEREAS, there is a need for a used John Deere 2355 tractor for DPW mowing operations; and

WHEREAS, quotes were solicited by the Road Supervisor and received as follows:

Everitt Equipment, LLC	\$ 9,500.00 (plus trade in)
Tractor House	\$13,750.00 (plus delivery/no trade)
Tractor House	\$14,000.00 (plus delivery/not trade)

WHEREAS, the quotes are under the bid threshold; and

WHEREAS, the Road Supervisor has recommended that the award go to Everitt Equipment, LLC as being the best deal for the Township; and

WHEREAS, an inspection of the tractor offered by Everitt Equipment, LLC has found it to be in very good shape; and

WHEREAS, the CFO has certified that funds are available for this expenditure; and

WHEREAS, a Business Registration Certification has been received

THEREFORE BE IT RESOLVED by the West Amwell Township Committee that the quote for a used John Deere 2355 tractor for DPW mowing operations be awarded to Everitt Equipment, LLC

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

- Possible Release of Orleans Maintenance Bond:

RESOLUTION #157-2012

WHEREAS, Orleans Homebuilders, Inc. has requested the return of their Maintenance Bonds for Mt Airy Estates/Hills @ Hunterdon; and

WHEREAS, these maintenance bonds are as follows:

327-005-645 (Phase 1)
327-005-646 (Phase 2)
SB0082799-M (Phase 3)

WHEREAS, the Township Engineer has advised that Orleans Homebuilders, Inc. has satisfactorily completed the work identified on the November 16, 2011 punch list, with the exception of the replacement of four trees and required paving work at the firehouse; and

WHEREAS, Township Engineer Richard Roseberry advised in his e-mail of September 5, 2012 to Township Clerk Olsen that the maintenance bonds can be released to the applicant once said cash bonds are received; and,

WHEREAS, the Orleans Homebuilders has posted cash bonds of \$1500.00 for tree replacement and \$5000.00 for paving work at the firehouse

THEREFORE BE IT RESOLVED by the Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey that the requested maintenance bonds be released to Orleans Homebuilders

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

NEW WEBSITE: The meeting was temporarily moved to the administrative offices in order to view the website as this was not possible in the meeting room. Cathy Urbanski presented an extensive overview of the new site showing various features and functionalities. The general consensus was that the site was impressive. Suggestions included a counter for 'hits;' the desire for control/jurisdiction at the municipal level; that this site process proceed slowly to make sure it works to township's satisfaction; and, that a deadline to go live be considered. Format language and webmail were questioned.

REVIEW OF POLICY & PROCEDURES MANUAL/DISCUSSION: Review comments were provided by Mr. Rich for this discussion. Item held for a future special meeting.

OPEN TO THE PUBLIC: There were no members of the public present at this point in the meeting.

ADJOURNMENT:

Clerk Olsen requested additional information for the upcoming equipment auction as to minimum bids desired. The estimate from Jim Meskill for direct wiring of the tax collector's work station, as required by the fire prevention official, was approved.

There being no further business, the meeting was unanimously adjourned at 8:00 p.m. on motion by Fisher.

Respectfully submitted,

Lora L. Olsen, RMC
Township Clerk

APPROVED: September 26, 2012