

WEST AMWELL TOWNSHIP COMMITTEE MEETING

January 16, 2019 - 7:30 p.m.

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

The regularly scheduled meeting of the West Amwell Township Committee was called to order at 7:30 PM. Present were Mayor Zachary Rich, Deputy Mayor Gary Hoyer, Committeemen Stephen Bergenfeld, James Cally and John Dale, Township Clerk Maria Andrews and Attorney Philip J. Faherty III.

Township Clerk Andrews announced that this meeting is called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was faxed to the Hunterdon County Democrat and Trenton Times on January 10, 2019, 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 Township Clerk.

FLAG SALUTE

Mayor Rich led those in attendance in the pledge to the nation's flag.

AGENDA REVIEW BY THE TOWNSHIP CLERK

It was noted for the record that there were no changes to the agenda.

ANNOUNCEMENTS

- The Twp. Offices will be Closed January 21st – Martin Luther King, Jr. Day
- The DPW has Received a \$1200.00 Statewide Insurance Fund Safety Grant for the 3rd Year in a Row
- Please Come to the Table if You Wish to Address the Committee
- Kindly Turn Cell Phones Off During the Meeting

PRESENTATION OF MINUTES

A motion by Hoyer, seconded by Bergenfeld to approve the Township Committee's 12/27/18 minutes with no revisions noted was unanimously approved by voice vote.

A motion by Hoyer, seconded by Bergenfeld to approve the Township Committee's 1/2/19 Re-organization Meeting minutes with no revisions noted was unanimously approved by voice vote.

OPEN TO THE PUBLIC/TOPICS NOT ON THE AGENDA

Mayor Rich opened the floor to public comment. Dave Beaumont of 205 Rock Road West came forward and thanked the Committee and the DPW for the recently installed stop signs at the Rock West Road and Corsalo Road intersection.

Kylie Osgood of 147 Rocktown-Lambertville Road came forward and thanked the Committee for allowing him to serve on the Finance Committee for the past 2 years. He noted he is available to serve again if needed in the future. Mr. Osgood also asked for permission to remove the trees that were cut down in the utility right-of-way along Rocktown-Lambertville Road. The Township Committee members indicated they did not care if the wood was removed but noted the right-of-way is technically State owned property and they would be the entity to grant permission to access the land.

SPECIAL PRESENTATIONS

Reports by Department Heads

Chief Ent of the West Amwell Fire Company came forward and questioned why the funding for the turn-out gear he needs to purchase is no longer available. He explained he requested the gear in June 2018 at which time he was advised by the Finance Department to go ahead with the purchase. Subsequently in December 2018 when he went to do so the CFO advised the funding was not available.

Mayor Rich called CFO Tom Carro into the meeting who explained he had issued a check to George Klein for \$12,000 for the turn-out gear which was paid from the capital budget. Chief Ent noted that was for the 2017 turn-out gear and he explained he did not purchase anything in 2018. CFO Carro left the meeting to review his records. Upon returning he confirmed that Chief Ent was correct. CFO Carro indicated he could go ahead with the purchase for the requested turn-out gear from 2018 and apologized for the confusion.

Chief Ent then provided an update for the Fire Company's 2018 activity noting the following details:

- They received 195 calls
- They received a \$1400 NJDEP grant
- They are currently seeking a \$360,000 grant to replace breathing equipment

He noted the transportation department donated a bus for conducting fire drills. Chief Ent explained they held a big drill in November and performed a mutual aid activity where they practiced cutting the side of the bus for evacuation purposes. He remarked there is enough of the bus left to perform another drill in the Spring.

Chief Ent also noted they have a third student going through the Polytech program. Additionally, he commented on a Resolution that was presented in October 2018 for the County to look into daytime supplemental fire department coverage. The Resolution is moving forward to the Freeholders. In the meantime, Chief Ent indicated he is brainstorming with the Delaware/Sergeantsville Chief on ways to provide daytime coverage. He noted one option would be to have a shared service with a full time Fire Inspector.

Lastly, Chief Ent stated the County will be generating letters to the municipalities seeking additional details on County Rescue Boxes. He remarked he will assist Township Clerk Andrews with this when the letter is received.

Mr. Bergenfeld provided a Stymiest Road update noting he attended a meeting earlier this morning with 4 representatives from SUEZ to review the drainage/erosion issues. He explained the course of action is to have the engineers work together to establish a plan to address the matter. Once this is determined West Amwell and Lambertville's DPW will facilitate the corrective action.

STANDING COMMITTEE REPORTS

Open Space – A motion was made by Dale and seconded by Cally to post the 11/13/18 minutes to the website.

Environmental – A motion was made by Cally and seconded by Bergenfeld to post the 11/8/18 minutes to the website.

Ag Advisory – No report was given.

Finance Committee – No report was given.

UNFINISHED BUSINESS

Re-location of Police HQ to Basement – Status Update

Mr. Bergenfeld explained the new painter has been working hard but ran out of paint. He remarked he is currently in the process of determining how much more needs to be ordered.

NEW BUSINESS/OTHER

Comcast Business Phone Upgrade/Email Proposal

Mr. Beaumont commented that he reached out to Lambertville regarding their website host and then contacted the company who indicated it would likely be \$10,000 - \$12,000 to migrate West Amwell Township's current website over to them for hosting. He noted the Township's existing web host is billing approximately \$2000 annually and stated the compatibility exists for someone else to takeover updating it if the Township chose to go that route.

The sentiment of the Committee was that they didn't wish to continue service with the existing web host because they provided notification that they can no longer support our email hosting as of July 1st. The Committee believes it's best to move everything to a new provider.

Status of Grant Request from DRJTBC

Mayor Rich commented that the DRJTBC is holding their next meeting on 1/28/19 at 10:30 AM. He stated he and DPW Director Rollero will be attending. It was noted Mayor Rich is seeking a \$200,000 grant from them and will provide the Township Committee with an update at the next meeting.

Discussion: SHREC Lease Agreements (Onyx/Janus, LLC) – Possible Approval of Resolution #31-2019: Estoppel Certificate

Attorney Faherty noted he is still working with Janus's Attorney to clarify the details of the company's transfer and how it will impact the Township.

Resolution #33-2019 – Appointing a Risk Management Consultant (Statewide Insurance)

**RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT
Resolution #33-2019**

WHEREAS, West Amwell Township has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of "Local Unit", in the County of and State of New Jersey, as follows:

1. West Amwell Township hereby appoints Tom Narolewski its Risk Management Consultant.
2. The Mayor and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2019 in the form attached

I certify the foregoing to be a true and correct copy of a Resolution adopted by the governing body at a meeting held on January 16, 2019.

Maria Andrews, Township Clerk

A motion by Bergenfeld, seconded by Dale to approve Resolution #33-2019 was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

Resolution #34-2019: Appointing a Fund Commissioner (Statewide Insurance)

**STATEWIDE INSURANCE FUND
RESOLUTION APPOINTING FUND COMMISSIONER
Resolution #34-2019**

WHEREAS, West Amwell Township is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of West Amwell that Zachary T. Rich is hereby appointed as the Fund Commissioner for the Local Unit for the Fund Year 2018; and

BE IT FURTHER RESOLVED that John Dale is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the Fund Year 2019; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

I certify the foregoing to be a true and correct copy of a Resolution adopted by the governing body at a meeting held on January 16, 2019.

Maria Andrews, Township Clerk

A motion by Bergenfeld, seconded by Dale to approve Resolution #34-2019 was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

Acknowledge Receipt of Letter of Resignation: L. Jacukowicz – Mun. Housing Liaison

Mayor Rich acknowledged Ms. Jacukowicz's resignation.

Authorization: Strategic Plan for Funding Municipal Alliances

A motion was made by Bergenfeld and seconded by Hoyer to authorize the Township to continue participating in the municipal alliance funding program. The motion was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

Discussion: Request from Spectra Energy, re: Website Postings

It was noted that the Public Relations liaison for Spectra Energy had provided information regarding the company and upcoming projects that he thought the Committee may wish to consider posting on the Township website. It was the consensus of the Committee that too much information was given to actually post on the website and instead, they suggested it simply be provided to any member of the public who requests it.

Authorization: SHRHS 4th Annual 5K Tracks for South Fundraiser – 4/7/19

It was noted that the event encompasses a portion of Rocktown-Lambertville Road and that Mr. Petrucci wanted the Committee to be aware of the date. It was noted for the record that the Committee took no issue with the Annual 5K Tracks for South fundraiser.

Mayor Rich and Mr. Cally both commented on the High School's recent appearance before the Planning Board for a capital project review of the proposed new track. It was noted the project is slated to commence in April and be completed sometime in the Fall. The football field will not be available for use this season and all home games will be played on the Lambertville field.

Mayor Rich commented on the recently received donation from JCP&L in the amount of \$1150.00 for training programs in the schools. Mayor Rich requested Clerk Andrews send a thank you note to Mr. Prather.

OPEN TO THE PUBLIC

Mayor Rich re-ordered the agenda to address any public comment prior to the Committee entering into Closed Session.

Dave Beaumont came forward again and requested the Committee consider installing stop signs at Corsalo Road and Rock Road extension. He remarked that he believes the speed limit should be a posted 25 mph zone, but according to the DMV manual any road not specifically posted is considered to be a 50 mph zone. Mr. Beaumont pointed out that the existing posted speed limit sign for Rock Road extension is 30 mph. He added that both the Township Police Department and DPW have indicated to him that there is a safety issue. Mr. Bergenfeld remarked he will reach out to AOIC Skillman and DPW Director Rollero for confirmation regarding safety concerns.

OTHER

Resolution #32-2019: Closed Session – Contractual – Municipal Court Personnel/Contracts – Litigation/Affordable Housing

Resolution #32-2019

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

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

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

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

Maria Andrews, Township Clerk

A motion by Dale, seconded by Cally to enter into Closed Session was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

A motion by Cally, seconded by Dale to return to Open Session was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

The Committee was in Closed Session from 9:02 PM – 11:03 PM.

The Committee agreed to take action on the following matters upon returning to Open Session:
Shared Court Services

**Resolution #30-2019
West Amwell Township
Hunterdon County
RESOLUTION AUTHORIZING EXECUTION OF SHARED SERVICES
AGREEMENT FOR A SHARED MUNICIPAL COURT WITH KINGWOOD
TOWNSHIP**

WHEREAS, the Township of West Amwell operates a Municipal Court located at 150 Rocktown Lambertville Road, Lambertville, New Jersey; and

WHEREAS, the Township of Kingwood wishes to enter into a shared service agreement with the West Amwell Municipal Court for the provision and sharing of facilities, personnel, and services of the Municipal Court; and

WHEREAS, the Township of West Amwell desires to enter into a Shared Services Agreement with the Township of Kingwood, a copy of which is attached hereto and on file with the Municipal Clerk; and

WHEREAS, the Township of West Amwell's approval is conditioned upon the proration of the contract from the date Kingwood is permitted to join the new court by the Judiciary; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey that the Mayor is authorized to execute the attached Shared Services Agreement with the Township of Kingwood in substantially similar form as attached hereto, subject to the review and approval of the Judiciary.

Zachary Rich, Mayor

Minutes – 1/16/19

A motion by Hoyer, seconded by Dale to approve Resolution #30-2019 was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

**Resolution #35-2019
West Amwell Township
Hunterdon County
RESOLUTION AUTHORIZING EXECUTION OF SHARED SERVICES
AGREEMENT FOR A SHARED MUNICIPAL COURT WITH MILFORD
BOROUGH**

WHEREAS, the Township of West Amwell operates a Municipal Court located at 150 Rocktown Lambertville Road, Lambertville, New Jersey; and

WHEREAS, the Borough of Milford wishes to enter into a shared service agreement with the West Amwell Municipal Court for the provision and sharing of facilities, personnel, and services of the Municipal Court; and

WHEREAS, the Township of West Amwell desires to enter into a Shared Services Agreement with the Borough of Milford, a copy of which is attached hereto and on file with the Municipal Clerk; and

WHEREAS, the Township of West Amwell's approval is conditioned upon the proration of the contract from the date Milford is permitted to join the new court by the Judiciary; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of West Amwell, County of Hunterdon, State of New Jersey that the Mayor is authorized to execute the attached Shared Services Agreement with the Borough of Milford in substantially similar form as attached hereto, subject to the review and approval of the Judiciary.

Zachary Rich, Mayor

A motion by Hoyer, seconded by Dale to approve Resolution #35-2019 was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

DPW Department Action

The Committee agreed to move DPW Coordinator John Cronic to a full time DPW worker at a rate of \$20.00 per hour. Township Clerk Andrews will prepare a resolution for approval at next month's meeting. Additionally, the Committee authorized the internal posting for the hiring of a second DPW worker.

Municipal Housing Liaison Action

A motion by Cally, seconded by Bergenfeld appointing Gary Hoyer as the Municipal Housing Liaison was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

ADMINISTRATIVE

Treasurer: Bill List 1/16/19

A motion by Cally, seconded by Dale to approve the vouchers for payment as listed on the bill list was unanimously approved by roll call vote.

Bergenfeld: Yes, Cally: Yes, Dale: Yes, Hoyer: Yes, Rich: Yes

CORRESPONDENCE

The Committee ordered the correspondence listed on the agenda, filed.

ADJOURNMENT

A motion by Cally, seconded by Dale to adjourn the meeting was unanimously approved.

The meeting adjourned at 11:10 PM.