

SPECIAL WEST AMWELL TOWNSHIP COMMITTEE MEETING

February 27, 2012 – 6:30 p.m.

The West Amwell Township Committee met on the above date at 6:38 p.m. Present: Mayor Fisher, Committeemen Rich and Molnar. Also in attendance were CFO Tom Carro, 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 February 24, 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.

The order of the meeting was changed with mutual consent.

OPEN TO THE PUBLIC:

Cathy Urbanski came forward to apologize for not being prepared for the hearing on the solar ordinance amendment. The Environmental Commission had sent the ordinance to the Planning Board in October and it worked out perfectly, but it had been awhile since she had looked at it. She stated that there is one incorrect word in the third paragraph of Permitted Accessory Uses. The first sentence should read "Minor solar ground mounted facilities of more than 10 panels "and" (not or) located less than 50' from the nearest property line shall require minor site plan approval...." The purpose of which is to ensure that the neighbors would be noticed, which is what the site plan would accomplish. Also, it was felt that something that close to a property line probably should be fenced if the neighbor has children or animals. It would not affect someone with 300 acres who wanted to put up 1000 panels in the middle of his property. The 'and' changes everything. That one word has to be changed to make it right.

Mrs. Urbanski also relayed that she met with Jennifer Andreoli, who will be sending a letter to the Planning Board ahead of the meeting expressing her concerns. These include 1) that the ordinance is not strict enough, and 2) these shouldn't be on residential property. An attempt was made to explain to Mrs. Andreoli that if you have these on residential property, it's a non permitted use but that application can be made to the Zoning Board for a variance. If it is approved by that Board, then there are no conditions at all, even though it's a non-permitted use, which is why it was made conditional. This way, conditions on the installation can be put into place.

CFO Tom Carro relayed that TD Bank will be dropping coverage for the Township's ADP payroll and courier charges as of April 1st. The Committee's attention was directed to his hand out concerning payroll costs which presented an analysis of the current and proposed (Hopewell Valley) banks and payroll providers. It was noted that ADP is very expensive and savings could be realized with Primepoint. There are extra features available but they don't have to be taken. Hopewell Valley Bank would pay .35 interest vs the .10 received from TD Bank. This would earn the Township \$14,000 on the same amount of money currently on deposit. The Township would make over \$6000.00, net effect, by going with Hopewell Valley and Primepoint. Some of the extras that could be obtained through Primepoint would be a recognition system at each location, either hand scan or swipe card, to eliminate the need for time cards for most employees. As it would be computer based, employees could access their particular information, e.g., W2, amount of vacation/sick/personal time, etc. A lengthy discussion ensued over possibilities and potential problems with such a system, although it was generally agreed that this would be something good to have. The cost of this would have to be determined. Mr. Rich requested that prices be obtained for four variables – biometrics vs card and employees vs employees/committees. The consensus was to bring Primepoint into the next Township meeting for that discussion but, as time is of the essence in order to be ready for the last payroll in March, Mr. Carro urged that the Committee proceed with basic payroll at Primepoint. Mrs. Olsen noted that the Township has a contract with ADO for the Flexible Spending Account and POP programs and there will probably be a cost involved in getting the information from the new payroll system to the ADP. It was agreed to go with basic payroll and determine what to add at a later date. Primepoint will be requested to attend the March 28th meeting.

RESOLUTION FOR BANKING RELATIONSHIP:

A resolution amending the one adopted on January 2nd was presented.

RESOLUTION #59-2012

Amending RESOLUTION #05-2012

BE IT RESOLVED that, effective March 1, 2012, Hopewell Valley Community 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, Open Space Trust Fund and Flexible Spending Account (FSA)

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

RESOLUTION FOR PAYROLL RELATIONSHIP:

Mr. Carro relayed that nothing can be said to ADP until the new system is set up but that it should be a seamless transition. Primepoint would just obtain the files from ADP.

RESOLUTION #60-2012

RESOLUTION TO APPOINT A PAYROLL PROCESSING COMPANY

WHEREAS, the Township of West Amwell has utilized ADP for its payroll processing for many years; and

WHEREAS, the costs of said services have become prohibitive; and,

WHEREAS, research has been done and firms examined in regard to payroll processing and **Primepoint LLC, 2 Springside Rd, Mt Holly, NJ** has been determined to be the best cost effective processor and most advantageous to the Township of West Amwell

THEREFORE BE IT RESOLVED, by the Township Committee of West Amwell Township, that Primepoint LLC be contracted to perform these services effective March 1, 2012 according to the terms of the written agreement subject to modification as seen fit.

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

BUDGET WORKSHOP:

A cap budget sheet was presented based on requests received. The possibility of using the capital improvement fund in order to pay for these items instead of a bond ordinance was floated. However, if all four items are funded, there's a shortfall of \$80,000. This could be included in the operating budget but it would be tight. Another option would be to change priority on the bond ordinance in the roads category but that would take away from potential road work. Discussion ensued over the request for another new police vehicle and whether it would be a cruiser or a SUV, lease or purchase. The effect on the fuel bill with the new police alignment was also noted. Mic replacement for the sound system was questioned and the Clerk stated that the current ones came with a system at least two systems back. The Court Administrator requested that they be replaced. Finding money in the budget for Fire Company turn out gear as opposed to bonding was offered and delaying the requested DPW truck for the another year was also mentioned.

As for the Operating budget, Mr. Carro indicated that it would be around the same as last year. A notebook with the projected and tentative appropriations for 2012 was distributed last week. The Committee will continue to review this information and revenues will be available at the next meeting.

The next budget meeting was set for March 31st at 9 a.m. The plan is to introduce at the April meeting with adoption in May. In the meantime, meetings will be scheduled with Fire, Roads, Police, Zoning & Planning, Open Space, Zoning Official and Rescue Squads. These meetings will be held March 7th at 6 p.m. and March 21st at 6 p.m.

ADJOURNMENT:

There being no further business, the meeting was unanimously adjourned at 7:45 p.m. on motion by Rich, seconded by Molnar.

Respectfully submitted,

Lora L. Olsen, RMC
Township Clerk