

# **WEST AMWELL TOWNSHIP COMMITTEE MEETING**

## **January 23, 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 7:04 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 Patrolman Jonathan Sellner, 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**

### **AGENDA REVIEW BY TOWNSHIP CLERK**

The following items were added: 9.A. Open Space minutes for January, February, March, May July and October 2012. Deleted was 8.C Introduction Ordinance

### **ANNOUNCEMENTS**

The following announcements were made:

- 2013 Dog Licenses Due by January 31<sup>st</sup>
- Municipal Offices Closed February 18<sup>th</sup> for President's Day
- Please Come to the Table if You Wish to Address the Committee
- Kindly Turn Cell Phones Off During Meeting

### **PRESENTATION OF MINUTES**

The following Regular and Closed Session minutes were unanimously approved on motion from Fisher, seconded by Molnar.

January 14, 2013  
January 14, 2013 Closed Session

### **OPEN TO THE PUBLIC/TOPIC NOT ON THE AGENDA**

No one spoke.

### **SPECIAL PRESENTATION(S) - None**

### **INTRODUCTION OF ORDINANCE AND/OR PUBLIC HEARING**

Public Hearing: Ordinance 1, 2013 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

Proof of publication in the January 10, 2013 issue of the Hunterdon County Democrat was presented. The ordinance has been posted and available to the public since its introduction at the January 2, 2013 Township Committee meeting. Mr. Rich read the Ordinance by title and opened the public hearing. Hearing no comments, the public hearing was closed.

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

Introduction: Ordinance 2, 2013

The following ordinance was read by title and introduced on first reading:

AN ORDINANCE TO AMEND ORDINANCE 1, 2013 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.

Electric Sub-Code Official & Inspector .....	\$7,956.00 - \$ 9,680.00
Building Sub-Code Official & Inspector .....	\$9,180.00 - \$11,220.00
Fire Sub-Code Official & Inspector .....	\$4,860.00 - \$ 5,940.00

### 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.

*Fisher moved to introduce the Ordinance on first reading and Molnar seconded. Motion carried unanimously. The public hearing will be held February 27, 2013.*

The introduction of proposed Ordinance 3, 2013 was deleted due the CFO's recommendation that funds from an existing ordinance be used for the purchase of the requested files cabinets.

## STANDING COMMITTEE REPORTS

### Open Space

- Authorization of Post Minutes to Website: Approved

### Environmental

- Authorization to Post December 13, 2012 Minutes to Website: Approved

### Finance Advisory

- Authorization to Post December 5, 2012 Minutes to Website: Approved

### Recycling

- Dumpsters/recycling day setup: Mr. Fisher reported that he contacted the company again and is waiting for a return call. The Township is not out any money; the hang up may be due to Hurricane Sandy; and, the possibility of having to re-quote was mentioned. These will be needed by May.

## UNFINISHED BUSINESS

### Appointments –

Mayor Rich made the following appointments:

Kevin Koveloski – 2 year term, Alt #2, Zoning Board. This action moves Bob Bordon to an expired 2-year term as Alt #1 on that Board.

Brian Mundhenk – Unexpired 2-year term, Alt #2, Board of Health  
The foregoing appointments met with the approval of the Township Committee.

### Updates –

- Pipeline/Compressor Station Re-Assessment/Possible PS Resolution: A brief discussion over whether both items were to be included and if these could be completed by the end of February. Mr. Fisher offered that his phone conversation was primarily about the pipeline portion. Hal Shute relayed information about his meeting with the Linden assessor, noting that their assessment is lower than our previous one but the facilities are similar. There was consensus as to including both elements, if time allows. Mr. Fisher will follow up once he receives the finalized resolution.

## RESOLUTION #40-2013

WHEREAS, the Township of West Amwell has a need to acquire services as outlined below 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, the following agency has completed and submitted a Business Entity Disclosure Certification which certified that they have 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 the agency from making any reportable contributions through the term of the contract;

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, as required in N.J.A.C. 5:30-5.4

NOW THEREFORE, BE IT RESOLVED that the Township Committee of West Amwell that the Mayor and Clerk are hereby authorized and directed to execute a contract with the following persons and firms for the year 2013

John Gillooly of Integra Realty Resources for appraisal services  
Compression station and/or subsurface pipelines

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

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

- 83 Belvidere: Held

- Insurance: Mr. Rich inquired whether he should pursue additional quotes and was given the go ahead. Attorney Faherty relayed his review of the current situation as follows: The Township is locked into a 3 year agreement with Wells Fargo Insurance as its PAIC broker. However, each policy included is only for one year and there is nothing in them that would preclude a yearly premium increase. The broker does not charge a fee to the Township as their money is made from the insurance company. He suggested that since the reps from Wells Fargo Insurance work for the Township, that they be consulted as they have to purchase from the stable of providers in the PAIC pool.

Mr. Rich requested that the following schedules be provided to him: Vehicle; Driver (police & road, with names); Equipment; and, Location/Property. The loss history was also requested but may not be available in the office.

- County Surface Treatment Program/Chip Seal: Road Supervisor Hoagland has identified 4 roads and provided mileage and tonnage, although this information didn't make it to the meeting. Mr. Rich requested that Mr. Molnar work with Mr. Hoagland to rank same by the end of the week. A response is due to the County by February 15<sup>th</sup>.

The situation with George Washington Road was also broached. Pictures showing road conditions and the length involved will be requested from the Road Supervisor so this can be forwarded to Bill Barr for a recommendation on how best to fix and an estimate on cost. A brief overview of a meeting with Washington Crossing Parks staff was relayed whereby State funding through Parks and DEP to fix the road could perhaps be achieved. Mr. Fisher recommended that the information to be gathered on the road be forwarded to Engineer Roseberry for a cost estimate instead, commenting that if the State is involved, the road would have to be brought up to their standards. If the Township funds the work, it can be done with millings. He will call.

Mr. Rich also relayed that he met with Patrolman Skillman and a Parks central region rep concerning the gate, police activity, parking opening and the lock situation.

- JCP&L: Mr. Rich has made contact and there are preliminary plans to expand the substation to 230 KV. This will take West Amwell to the front of the grid line when the power is out. With a 230 KV by Halper, the Township will be at the beginning of grid and the beginning of the line, which will also help Lambertville. Mayor DelVecchio is to be contacted. It was noted that JCP&L spoke about expanding the station a couple of years ago but nothing more has come of it.

**Bank Quotes for Bond Refunding** – CFO Tom Carro joined the meeting to report on information received from Mary Lyons of Phoenix Advisors concerning the results of the recent bid for refunding the current outstanding callable bonds. Two bids were received on the \$850,000—TD North @ 1.335 for 4 years and Capital One @ 2.15. The recommendation is that the Township accept TD's offer and appointment them as the private placement lender for this financing. Mr. Carro noted that the Township will save \$400,000+ over the life of the bond by going with TD. The CFO was requested to re-run the numbers for use by the Open Space committee.

*Rich motioned to accept the 1.335% bid from TD Bank and appoint them as the private placement leader for this financing. Molnar seconded. Motion carried unanimously.*

#### **NEW BUSINESS**

**Township Dinner** – The mayor questioned whether this is something that the Committee wishes to continue and received a response that it's tradition. The Auxiliary has February 1<sup>st</sup> and 8<sup>th</sup> available. As the 1<sup>st</sup> was considered too close, and the mayor will be away on the 8<sup>th</sup>, the decision was to inquire about possible dates in March.

**Amendment to S & W Resolution** – This sets the salary within the introduced ordinance ranges.

#### **RESOLUTION #41-2013**

BE IT RESOLVED by the Committee of the Township of West Amwell that the 2013 Salary and Wage Resolution, adopted January 2, 2013 be amended as follows:

Position	Salary/Compensation
Electrical Sub Code Official Janoski	\$ 8,840.00
Building Sub Code Official Rosso	\$ 10,200.00
Fire Sub Code Official Langon	\$ 5,400.00

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 Rich.*

**Police/Roads Fueling** – A memorandum was received from Capt. Bartzak concerning an investigation by Patrolman Sellner on the possibility of utilizing the fuel pumps maintained by Hunterdon County in lieu of repairing or replacing the existing one at the Township's DPW yard. Several positive elements of the investigation were listed, including security, accountability, availability during power outages, 24 hour access, and maintenance/inspection issues. The proposal was positively received. A question about whether a fee would be involved was raised and Mr. Rich will reach out to Freeholder King for more information. The existing situation at the DPW was briefly discussed as to liability concerns, rust in fuel due to no filters, and contamination issues should the tank fail, although the latter was noted to be of made of fiberglass and encased in a steel cover. The County surcharges 10 cents/gallon for normal processing costs for volunteer organizations. Mr. Rich expressed concern that this would amount to \$1700 in administrative fees to the Township should this route be taken. If this could be reduced to around \$500, it would be a go. Mrs. Olsen was requested to contact the County as to their gas and diesel supplier and the rate charged.

**County 300<sup>th</sup> Celebration; Request for Representative** – County Administrator Yard's letter noted that West Amwell is very important to Hunterdon County's heritage and that representatives for the 300<sup>th</sup> Committee want to personally meet with the mayor to share plans and encourage participation. In addition, a representative from the community who would be willing and able to make a valuable contribution to this venture is encouraged as it is important that each municipality be represented and have an opportunity to be part of this memorable event to take place in 2014. Item held for further thought.

**Resolution Releasing Maintenance Bond & Escrow (Block 8 Lot 23.01)** –

#### **RESOLUTION #42-2013**

WHEREAS, the Maintenance Bond (B98822019939) filed by Michael Strober for Block 8 Lot 23.01 expired December 29, 2012; and

WHEREAS, the site improvements covered by the bond were inspected and approved prior to the acceptance of the maintenance bond and the facility is currently fully utilized; and

WHEREAS, a request has been received to release the remaining escrowed funds in the amount of \$7,564.02

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 bond be released to Michael Strober and the escrowed funds in the amount of \$7,564.02 returned.

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

**Closed Session**

RESOLUTION #43-2013

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:  
CONTRACT NEGOTIATIONS (Farm)  
PURCHASING, LEASE OR ACQUISITION OF REAL PROPERTY
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.*

**OPEN TO THE PUBLIC**

Mr. Fisher inquired about a Barry Road resident tax situation that has been a topic of recent e-mails. It was suggested that someone speak with Tax Collector Hyland to get a more complete picture. Mr. Rich volunteered to do this.

Mrs. Olsen gave an update on the heat situation in the building. The thermostats have been replaced and work is progressing on the installation of 6 damper units to stop the drop of cold air into the offices from the trussed area of the roof.

*The Committee entered Closed Session at 8:04 p.m., returning at 8:20 p.m. with the following result: Attorney Faherty was authorized to prepare a contract for farming the Township property on motion by Fisher, seconded by Molnar. Motion carried unanimously.*

**ADMINISTRATIVE REPORTS**

**Treasurer –**

Presentation of Bills for Approval: Mayor Rich questioned several items on the bill list and additional information was provided in response. The biggest concern was the \$30,000+ salt bill and what can be done to correct the distributor error as the 600 tons was to be delivered only as called in—not all at once.

RESOLUTION #44-2013

BE IT RESOLVED by the Township Committee of the Township of West Amwell that the vouchers listed on the Bill List, in the amount of \$1,703,972.03 dated January 23, 2013, as presented by the Township Treasurer/Chief Financial Officer, be paid from existing appropriations.

*Mr. Rich requested that the \$30,000+ check to International Salt be held. With that condition, the Fisher motioned to approve the evening's bills for payment with Molnar providing the second. Motion carried unanimously.*

Treasurer Report: Appropriations through January 23, 2013 were provided and reviewed.

**Tax Collector** – The monthly report for December 2012 was received showing receipts in the amount of \$192,808.56.

The 2012 Annual Report was received and is attached to these minutes.

**Clerk/Human Resources** – The anticipated review of the Policy & Procedures Manual was held.

*The reports as filed were unanimously accepted.*

**Website Review** – Held

**CORRESPONDENCE**

The correspondence as listed on the Agenda was ordered filed.

**ADJOURNMENT**

There being no further business, the meeting was unanimously adjourned at 8:32 p.m. on motion from Rich.

Respectfully submitted,

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Lora Olsen, RMC  
Township Clerk

APPROVED: February 11, 2013