

SPECIAL WEST AMWELL TOWNSHIP COMMITTEE MEETING

July 25, 2012 – 5:45 p.m.

The West Amwell Township Committee met on the above date and called to order at 5:50 p.m. Present: Mayor Fisher, Committeemen Rich (5:53 p.m.) and Molnar, and Clerk Olsen. Also in attendance were Lt. Stephen J. Bartzak (5:45p.m.), Assessor David Gill (6:22 p.m.) and Construction Official Chris Rose (6:22 p.m.)

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 July 19, 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.

DISCUSSIONS:

- *Police Department Organization* – Lt. Bartzak presented his proposal for the position of Corporal to be added to the department. He stressed that this would not be a promotion but an appointed position. The department currently runs a 12 hour schedule with designated crews. The reasons behind this proposal are liability and the recommendation in the policies of the Attorney General for designated supervisors. There would be no extra salary at this time but the premise is that those appointed would eventually roll into the Sergeant position. Once implemented, the program would be reviewed after the first year. A change to the ordinance would be necessary with specific wording stating that this is 'an appointed position, not a promotion.' The number of years required for the Sergeant position may also require an ordinance change and the position of Corporal would need to be added to the contract when it is re-negotiated. The patrolmen are all on board with the concept as well as with those that are anticipated for appointment, according to Lt. Bartzak.

A comparison of overtime between 2011 and to date for 2012, as well as comp hours, were presented, reviewed and noted to be going in the right direction. Briefly discussed was FT vs PT staffing and costs relative to each. Adding another full time officer would result in using the part timers less but the lieutenant indicated that he would still like to keep them.

Mr. Rich spoke on 'e-tickets' and the presentation by Lawyer Enforcement Technology Solutions. This software eliminates handwritten tickets. The information is entered directly into the laptop into an Excel spreadsheet, goes into the State database, and prints out a ticket for the violator who can then pay on-line. There are two or three vendors who have similar programs but the software has to match the various computer systems involved. This particular one matches what is in place, including County transmittal. The cost is around \$11,000 to purchase with a yearly cost of \$2000 for maintenance, program management and paper. Whether or not this is a State contract purchase is to be determined. The benefit is that it cuts labor hours in the Court; is more efficient in that it streamlines the operation; tickets easier to read; and, errors are reduced. A meeting with the Court Administrator to determine the impact on her office was suggested. Mr. Fisher offered that it would also be a good idea to speak with someone who currently uses the system. The name and e-mail address of the New Jersey rep for the system will be forward to the mayor.

There was consensus for the proposal to add an appointed Corporal position to the Police Department and for e-tickets.

Mr. Molnar requested that Lt. Bartzak provide the road mileage for the Calton and Orleans developments. This is to assist with a determination of whether to hire another DPW employee or to outsource plowing and mowing.

A formal meeting with the lieutenant to discuss his contract is a pending item. Lt. Bartzak left the meeting at 6:20 p.m.

- *Construction Official & Assessor re: NV Homes* – David Gill and Chris Rose joined the meeting to discuss the problem experienced in obtaining building plans in order to provide COAH assessments, delays in receiving COAH calculations, and permit issuance. Mr. Gill relayed that he has recently made contact with the project manager and the situation about not having a set of plans for review in order to create a COAH fee was discussed. Consequently, a link was provided for an interactive design for the models so that square footage can be obtained for these calculations. Mr. Rose commented that he just received a COAH calculation on a request made in May. It was noted that no permit should be issued until the developer of a new home pays 50% of the required COAH fee (although the system for acquiring COAH fees

for improvements may differ), and that before a CO is issued, the remaining COAH fee must be paid. A question about COAH charges for a demo'd structure with a new house not being built on the same foundation will be verified with the Housing Official.
A brief discussion of the new tax rate, with a continued exchange over numbers used by the State and the schools, ensued.

OPEN TO THE PUBLIC:

No public in attendance.

ADJOURNMENT:

There being no further business, the meeting was unanimously adjourned at 6: 41 p.m. on motion by Molnar.

Respectfully submitted,

Lora L. Olsen, RMC
Township Clerk

APPROVED: August 29, 2012