

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES**

**July 2, 2020, 7:00 P.M.**

**VIA CONFERENCE CALL: Dial In: 1-833-247-7123; Access Code 4094175**

**CALL TO ORDER**

Mayor DeBaecke called the meeting to order at 7:00 p.m.

**FLAG SALUTE:**

Led by Mayor DeBaecke, followed by moment of silence in remembrance of Committeeman Delorenzo, whom recently passed. Mayor DeBaecke stated Committeeman Delorenzo was involved in North Hanover Township for many years and he was encouraged to get involved by Lou. He noted he was a wonderful family man, businessman and was devoted to his family and community and would be greatly missed.

Attorney Roselli noted it was his distinct pleasure to know Committeeman DeLorenzo for the last 20 years as solicitor. He noted that it was so rare in government to have that length of time in public service. He asked all that were listening to keep Lou's family and wife in their thoughts and prayers during this time as they were preparing for Lou's final resting place. He wished them peace and calmness.

Mayor DeBaecke asked for a moment of for the families of Lou DeLorenzo and resident Mike Matthews.

**ROLL CALL:**

Mayor DeBaecke  
Deputy Mayor Doyle  
Committeeman Kocubinski  
Committeeman O'Donnell

Absent: Committeeman DeLorenzo

Also Present: Township Clerk Picariello and Township Attorney Roselli

**SUNSHINE STATEMENT:** "The provisions of the Open Public Meetings Act have been met. Notice of this meeting has been transmitted by email to the Courier Post, Burlington County Times and The Trenton Times as well as given to those having requested same and posted on the Township bulletin board located in the foyer of the municipal building".

**PUBLIC COMMENT AS IT RELATES TO AGENDA ITEMS**

Mayor DeBaecke opened the meeting to the public. There were no public comments this evening.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman O'Donnell

Seconded By: Deputy Mayor Doyle

**BURLCO JIF: 2021 MEMBERSHIP RENEWAL PRESENTATION**

Mayor DeBaecke introduced Paul Forlenza, executive director of the BCJIF. Mr. Forlenza expressed his condolences on the loss of Committeeman DeLorenzo. Mr. Forlenza reviewed the documents previously emailed. He gave a synopsis of the fund and North Hanover's performance with in the fund. He stated the contract renewal is every three years and would be effective January 1, 2021. He noted various issues the fund is now facing; COVID-19, SAM's legislation and the Fire Fighters Cancer Presumption legislation as well as the growing CYBER threats. He noted there are programs in place to respond to each of those issues and described each. He reviewed various training programs available to all employees.

Mayor DeBaecke noted the cost has been the same over the last twelve years and thanked Mr. Forlenza for his presentation.

**REVIEW OF CORRESPONDENCE**

There was no correspondence this evening.

**ENGINEER'S REPORT**

Engineer Hirsh was not present this evening and no report was submitted.

**MINUTES FOR APPROVAL**

- June 18, 2020 – Regular Meeting

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeLorenzo						X
Deputy Mayor Doyle			X			
Committeeman Kocubinski		X	X			
Committeeman O'Donnell	X		X			
Mayor DeBaecke			X			

- June 18, 2020 – Executive Session

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeLorenzo						X
Deputy Mayor Doyle			X			
Committeeman Kocubinski		X	X			
Committeeman O'Donnell	X		X			
Mayor DeBaecke			X			

**BILLS AND CLAIMS FOR APPROVAL**

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeLorenzo						X
Deputy Mayor Doyle		X	X			
Committeeman Kocubinski			X			
Committeeman O'Donnell	X		X			
Mayor DeBaecke			X			

**ORDINANCE – ADOPTION**

2020-07 An Ordinance of the Township of North Hanover, Burlington County, State of New Jersey, Appropriating \$275,000 from the Capital Improvement Fund to Provide for Various Capital Improvements

**ORDINANCE 2020-07  
COUNTY OF BURLINGTON  
TOWNSHIP OF NORTH HANOVER**

**AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPROPRIATING \$275,000.00 FROM THE CAPITAL IMPROVEMENT FUND TO PROVIDE FOR VARIOUS CAPTIAL IMPROVMENTS**

**BE IT ORDAINED** by the Township Committee of the Township of North Hanover, in the County of Burlington, State of New Jersey, as follows:

**SECTION 1.** \$275,000.00 is hereby appropriated from the Capital Improvement Fund of the Township of North Hanover, in the County of Burlington, New Jersey (the “Township”) to provide for various capital improvements and accessory equipment therefor and incidental thereto as follows:

Carpet	\$ 15,000.00
Roof and Solar	\$125,000.00
Gateway Signs	\$ 10,000.00
Police Car	\$ 60,000.00
Heater Repairs	\$ 14,000.00
Finger Print Machine	\$ 15,000.00
Alco Test Machine	\$ 20,000.00
Court Teleconference	\$ 6,000.00
Twp. Bldgs Water Sys	\$ 10,000.00

**SECTION 2.** Said acquisitions are lawful capital improvements of the Township having a period of usefulness of at least five (5) years. Said improvements and acquisitions shall be made as general improvements, no part of the cost of which shall be assessed against property specially benefited.

**SECTION 3.** This ordinance shall take effect upon final passage and publication according to law.

**MAYOR OPENS THE MEETING TO THE PUBLIC**

There were no public comments.

**MOTION TO CLOSE PUBLIC HEARING**

Proposed By: Deputy Mayor Doyle

Seconded By: Committeeman Kocubinski

**MOTION TO ADOPT ORDINANCE 2020-07**

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeLorenzo						X
Deputy Mayor Doyle	X		X			
Committeeman Kocubinski			X			
Committeeman O'Donnell		X	X			
Mayor DeBaecke			X			

**CONSENT AGENDA DEFINED:**

All Resolutions listed on today’s consent agenda are to be considered as one vote by Township Committee and will be enacted by one motion. There will be no discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

There were no items this evening.

**NON-CONSENT AGENDA**

2020-85 Resolution Authorizing the Execution of a Contract Renewing Membership in the Burlington County Municipal Joint Insurance Fund

**RESOLUTION 2020-85  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT RENEWING  
MEMBERSHIP IN THE  
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Township of North Hanover (hereinafter the “MUNICIPALITY”) is a member of the Burlington County Municipal Joint Insurance Fund (hereinafter the "FUND"); and

**WHEREAS**, the MUNICIPALITY’S membership terminates as of January 1, 2021 unless earlier renewed by a Contract between the MUNICIPALITY and the FUND; and

**WHEREAS**, N.J.S.A. 40A:11-5 (1) (m) provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the subject matter is for the purchase of insurance coverage and consultant services, provided that the award is in accordance with the requirements for extraordinary unspecifiable services; and

**WHEREAS**, N.J.S.A. 40A:11-6.1(b) provides that the MUNICIPALITY shall make a documented effort to secure competitive quotations; however, a Contract may be awarded upon a determination, in writing, that the solicitation of competitive quotations is impracticable; and

**WHEREAS**, in accordance with N.J.A.C. 5:34-2.3, a designated official of the MUNICIPALITY, has filed a certificate with the governing body describing in detail, as set forth below in this Resolution, why this Contract meets the provisions of the statutes and the regulations and why the solicitation of competitive quotations is impracticable; and

**WHEREAS**, it has been determined that the purchase of insurance coverage and insurance consultant services by the MUNICIPALITY requires a unique knowledge and understanding of municipal exposures and risks associated with the operation of a municipal entity, and many insurance professionals are not qualified to assess these risks and exposures based upon their inherent complexity; and

**WHEREAS**, insurance coverage for municipal entities can vary greatly in the type, limits, and exceptions to coverage, and therefore particularized expertise in determining and obtaining the appropriate coverage is required to protect the MUNICIPALITY; and

**WHEREAS**, it is the goal of the MUNICIPALITY to obtain a single integrated program to provide all types of insurance coverage with a plan to limit the MUNICIPALITIES exposure; and

**WHEREAS**, the FUND has provided comprehensive insurance coverage to member municipalities since 1991; and

**WHEREAS**, since 1991, the Fund has continually refined all of the types of coverage that it provides to its members so that it offers comprehensive insurance coverage and limits to all members that is unique and cannot be purchased from a single entity in the commercial insurance market; and

**WHEREAS**, the FUND has also developed and made available to its members Safety, Risk Management, and Litigation Management programs that address the specific exposures and risks associated with municipal entities; and

**WHEREAS**, the FUND provides the MUNICIPALITY with Fund Administration, Claims Review, Claims Processing, Claims Administration, Actuarial, and Legal services; and

**WHEREAS**, the FUND is one of the most financially sound Municipal Joint Insurance Funds in New Jersey, and the FUND operates with strong fiscal controls, member oversight, and meets all of the requirements promulgated by the New Jersey Department of Community Affairs and the Department of Banking and Insurance; and

**WHEREAS**, as an existing member of the FUND, the MUNICIPALITY would be renewing its membership in an organization with experienced and dedicated FUND Professionals who provide specialized services to the members; and

**WHEREAS**, the membership of the FUND includes many neighboring municipalities that have uniquely similar exposures to the MUNICIPALITY, and with whom the MUNICIPALITY has existing inter-local arrangements; and

**WHEREAS**, all of the aforementioned factors categorize the award of this Contract as an "extraordinary, unspecifiable service" that cannot be duplicated, accounted for, accurately detailed, or described in a manner that truly depicts the value of the MUNICIPALITY'S membership in the FUND; and

**WHEREAS**, for all of the aforementioned reasons, it is impracticable for the MUNICIPALITY to seek competitive quotations for a Contract to provide the procurement of insurance coverage and consultant services; and

**WHEREAS**, the FUND has been organized pursuant to N.J.S.A. 40A:10-36 et seq., and as such is an agency of the municipalities that created it; and

**WHEREAS**, N.J.S.A. 40A:11-5(2) also provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the Contract is entered into with a municipality or any board, body, officer, agency or authority thereof; and

**WHEREAS**, the FUND meets the definition of an agency as set forth in N.J.S.A. 40A:11-5(2); and

**WHEREAS**, for all of the aforementioned reasons, the MUNICIPALITY desires to enter into a Contract to renew its membership with the FUND for a period of three (3) years, for insurance coverage and consultant services, as an exception to the public bidding requirements of the Local Public Contracts Law.

**NOW THEREFORE**, be it resolved by the governing body of the MUNICIPALITY as follows:

1. The MUNICIPALITY agrees to renew its membership in the FUND and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the FUND.
2. The Mayor and Clerk of the MUNICIPALITY shall be and hereby are authorized to execute the "Contract to Renew Membership" annexed hereto and made a part hereof and to deliver same to the FUND evidencing the MUNICIPALITY'S renewal of its membership.
3. In accordance with N.J.A.C. 5:34-2.3, the certificate of a designated official of the MUNICIPALITY, which details why the solicitation of competitive quotations is impracticable, is attached hereto and made a part of this Resolution.
4. The Clerk of the MUNICIPALITY is authorized and directed to place a notice of the adoption of this Resolution and the award of this Contract in the official newspaper of the MUNICIPALITY.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeLorenzo						<b>X</b>
Deputy Mayor Doyle		<b>X</b>	<b>X</b>			
Committeeman Kocubinski			<b>X</b>			
Committeeman O'Donnell	<b>X</b>		<b>X</b>			
Mayor DeBaecke			<b>X</b>			

2020-86 Resolution Authorizing Purchase of Equipment for the Liberty Recording System under Educational Services Commission of New Jersey CO-OP #65MCESCCPS

**RESOLUTION 2020-86  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING PURCHASE OF EQUIPMENT FOR THE LIBERTY  
RECORDING SYSTEM UNDER EDUCATIONAL SERVICES COMMISSION OF NEW  
JERSEY CO-OP #65MCESCCPS**

WHEREAS, the Township of North Hanover, pursuant to N.J.S.A.40A:11-12(a) and N.J.A.C. 5:34-7.29(C), may by Resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

WHEREAS, the Township has reviewed the State contracts for the purchasing and installation of THE Liberty Recording System, in an amount of \$4,501.00 from Gramco Business Communications having an address at 1149 Bloomfield Ave, Clifton, NJ 07012 under ESCNJ #65MCESCCPS; and

WHEREAS, the Township of North Hanover has sufficient funding in place as evidenced by the Chief Financial Officers certification of the availability of funds.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington County, State of New Jersey hereby authorizes and approves of the purchase and installation of said equipment from Gramco Business Communications having an address at 1149 Bloomfield Avenue, Clifton, NJ 07012 under ESCNJ State Contract #65MCESCCPS, for the Liberty Recording System Equipment and installation, in the amount of \$4,501.00.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order to Gramco, 1149 Bloomfield Avenue, Clifton, NJ 07012 to the attention of Thomas La Fera on behalf of the Township.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeLorenzo						<b>X</b>
Deputy Mayor Doyle	<b>X</b>			<b>X</b>		
Committeeman Kocubinski				<b>X</b>		
Committeeman O'Donnell			<b>X</b>	<b>X</b>		

Mayor DeBaecke				X		
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**DISCUSSION**

There were no discussion items this evening.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Kocubinski expressed appreciation for Committeeman DeLorenzo. He has known him a very long time and feels for the family. It is very sad. He stated Lou realized what was coming and was so concerned for his children and grandchildren. He expressed deep condolences to the family.

Committeeman O’Donnell noted Committeeman DeLorenzo and he were at one time political adversaries. He stated Lou was always a gentleman and will be missed. He noted Lou had a lot of historical knowledge of North Hanover. He offered the family his heartfelt condolences.

Committeeman Doyle noted he did not know Lou as long, but knew he was a man of his word and provided a lot of professional advice and was a kind gentle man. He noted he will miss him. He offered condolences to the family and expressed appreciation.

Mayor DeBaecke stated it was so nice to hear all the kind words about Lou. He noted he would be greatly missed. He stated most of the residents knew Lou DeLorenzo, which says a lot about his character. He was a great contributor to North Hanover Township.

**PUBLIC PARTICIPATION**

Questions, comments or statements from members of the public in attendance.

Mayor DeBaecke opened the meeting to the public. There were no public comments this evening.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman O’Donnell

Seconded By: Deputy Mayor Doyle

**EXECUTIVE SESSION RESOLUTION**

2020-87 Authorizing a Closed Session Meeting to discuss the following matter(s) pursuant to N.J.S.A. 47:1A-1 and N.J.S.A. 10:4-12; Personnel, Contract Negotiation and Litigation matters

**RESOLUTION 2020-87  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**AUTHORIZING A CLOSED SESSION MEETING**

**WHEREAS**, the Open Public Meetings Act, P.L. 1975, Chapter 231 and P.L. 2001, C. 404, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Township Committee of North Hanover Township wishes to go into a closed Executive Session and is of the opinion that such circumstances presently exist which should not be discussed in public, and

**WHEREAS**, the Open Public Meetings Act pursuant to N.J.S.A. 47:1A-1 and N.J.S.A. 10:4-12 permits the Township Committee to discuss certain matter(s) in private, and in this case for the purpose of the Township Committee to discuss contract negotiations, litigation and personnel matters in this regard.

**NOW, THEREFORE, BE IT RESOLVED** by Township Committee of North Hanover Township that it will go into an Executive Session for the purpose of the Township Committee to discuss Contract Matters, Litigation and Personnel matters.

**BE IT FURTHER RESOLVED** that the results of such discussion may be revealed at such time as the matter(s) are resolved and/or a contract(s) is signed and/or the negotiations are formally settled. Interested parties may contact the Township Clerk anytime during normal business hours for periodic updates as to the availability in this regard.

