

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
April 16, 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

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: Deputy Mayor Doyle

Seconded By: Committeeman Kocubinski

REVIEW OF CORRESPONDENCE

There was no correspondence this evening.

ENGINEER'S REPORT

Engineer Hirsh was not present this evening. Clerk Picariello noted the written report. She stated the annual stormwater report was due May 1st. The FY2016 Municipal Park grant project was complete and the benches were installed. The NJDOT FY 2020 grant application construction plans and specs were being drafted.

DEPARTMENT REPORTS FOR MARCH 2020

- a. Tax Collector
- b. Construction, Zoning & Mobile Homes
- c. North Hanover & Chesterfield Courts
- d. Jacobstown Volunteer Fire Company
- e. Police Department

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

MINUTES FOR APPROVAL

- April 2, 2020 – Regular

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			

BILLS AND CLAIMS FOR APPROVAL

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

ORDINANCE – INTRODUCTION

2020-05 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank Pursuant to N.J.S.A. 40A:4-45.14

**ORDINANCE 2020-05
COUNTY OF BURLINGTON
TOWNSHIP OF NORTH HANOVER**

CALENDAR YEAR 2020

***ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)***

WHEREAS, the Local Government CAP Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to **2.5%** unless authorized by ordinance to increase it to **3.5%** over the previous year’s final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the **2.5%** percentage rate as an exception to its final appropriations in either of the next two

succeeding years; and

WHEREAS, the **Township Committee** of the **Township of North Hanover** in the County of **Burlington** finds it advisable and necessary to increase its **CY 2020** budget by up to **3.5%** over the previous years final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the **Township Committee** of the **Township of North Hanover** in the County of **Burlington** hereby determines that a **3.5%** increase in the budget for said year, amounting to **\$26,796.69** in excess of the increase in final appropriations otherwise permitted by the Local Government CAP Law, is advisable and necessary; and,

WHEREAS, the **Township Committee** of the **Township North Hanover** of in the County of **Burlington** hereby determines that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the **Township Committee** of the **Township of North Hanover** in the County of **Burlington**, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the **CY 2020** budget year, the final appropriations of the **Township of North Hanover** shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by **3.5%**, amounting to **\$ 93,788.42**, and that the **CY 2020** municipal budget for the **Township of North Hanover** be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED, that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon; be filed with said Director within 5 days after such adoption.

MOTION TO INTRODUCE

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			

SET PUBLIC HEARING FOR MAY 7, 2020 AT 7:00 P.M.

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.

2020-62 Resolution Authorizing the Preparation of Estimated Tax Bills for the Year of 2020

**RESOLUTION 2020-62
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING THE PREPARATION OF ESTIMATED TAX BILLS
FOR THE YEAR OF 2020**

WHEREAS, the Division of Local Government Services, State of New Jersey has the authority by State Statue to examine, review and then certify all local government budgets to the County Board of Taxation for the purpose of real estate taxation, and

WHEREAS, the Burlington County Board of Taxation has not yet received certification of the North Hanover Township’s budget and cannot strike a tax rate until such certification is received from the State of New Jersey and will therefore cause the delay in receiving state funding, and

WHEREAS, the Township Committee has determined that there will be insufficient cash flow to support operations in August 2020 unless third quarter revenue is received on time, and

WHEREAS, the Tax Collector and the Chief Financial Officer have reviewed and computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3,

NOW THEREFORE, BE IT RESOLVED, that the Township Committee of the North Hanover Township, County of Burlington, State of New Jersey, hereby authorized that:

1. The Tax Collector is directed to prepare and issue estimated tax bills for the Municipality of North Hanover Township for the third quarter 2020, in accordance with the provisions of N.J.S.A. 54:4-66.2et seq.
2. The entire estimated tax levy for 2020 is hereby set at \$10,083,711.38
3. The Tax Collector takes any additional steps necessary to immediately implement this resolution.

BE IT FURTHER RESOLVED, that the Municipal Clerk provides a certified copy of this resolution to the Tax Collector.

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

NON-CONSENT AGENDA

2020-63 Resolution Authorizing North Hanover Township to Enter Into a Cooperative Pricing Agreement with Educational Services Commission of New Jersey (ESCNJ)

**RESOLUTION 2020-63
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION AUTHORIZING NORTH HANOVER TOWNSHIP TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY (ESCNJ)

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Educational Services Commission of New Jersey, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on April 16, 2020 the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

WHEREAS, this Resolutions shall be known and may be cited as the Cooperative Pricing Resolution of the Township of North Hanover;

WHEREAS, the Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey;

NOW, THEREFORE BE IT RESOLVED, Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Mayor and/or Township Clerk are hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

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			

**RESOLUTION 2020-64
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION RE-APPOINTING MARY ALICE PICARIELLO TO THE POSITION
OF MUNICIPAL CLERK OF THE TOWNSHIP OF NORTH HANOVER AND
ESTABLISHMENT OF TENURE**

WHEREAS, Mary Alice Picariello was duly appointed to the position of Municipal Clerk for a three (3) year term with an effective date of May 8, 2017 in accordance with N.J.S.A. 40A:9-133 et seq.; and

WHEREAS, Mary Alice Picariello is and has been certified as a Registered Municipal Clerk since May 8, 2017 and has satisfied the requirements for said certification; and

WHEREAS, the Township Committee is desirous of reappointing Mary Alice Picariello, RMC/CMR/CTC as Municipal Clerk of the Township of North Hanover effective May 8, 2020; and

WHEREAS, this reappointment will have occurred within sixty (60) days of the expiration of the three-year term identified above; and

WHEREAS, the Township Salary Ordinance provides for the rate of Compensation, Salary, or Wages of Certain Officers, Appointees and Employees of said Township.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington County, State of New Jersey as follows:

1. Mary Alice Picariello, RMC/CMR/CTC is hereby reappointed to the position of Municipal Clerk of the Township of North Hanover and she shall be compensated as per the Salary Ordinance and Salary Resolution.
2. Mary Alice Picariello, RMC/CMR/CTC is and has upon this reappointment attained tenure pursuant to N.J.S.A. 40A:9-133 et. seq.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to Mary Alice Picariello, the Division of Local Government Services and John Bruno, CFO.

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

DISCUSSION

- Memorial Day Ceremony – Deputy Mayor Doyle spoke with the Recreation Advisory Committee and there was a consensus to cancel the Memorial Day Parade. There were suggestions of a video ceremony and this would be looked into. The Advisory Committee also suggested a Splash Day at a later date possibly July or August. There was a consensus for consideration.
- NJDOT FY 2021 State Aid Program – After discussion, there was a consensus to have the Engineer proceed with the next phase of Schoolhouse Road.
- Township Committee meetings May/June conference call – After discussion, Clerk Picariello was directed to re-advertise audio meetings until further notice.

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman Kocubinski state he was hopeful this virus would vanish. He wished everyone affected well.

Committeeman O’Donnell noted he was following North Hanover COVID cases and noted 8 residents infected and no deaths. He expressed the need to be vigilant for everyone to remain safe.

Deputy Mayor Doyle wished for life to get back to normal. He thanked the employees continuing to work along with the Volunteer Fire Department and Police Department.

Mayor DeBaecke thanked all the employees and noted things were running smoothly. He noted he was disappointed over the Memorial Day Parade but would work on some sort of celebration. He noted North Hanover has been fortunate, to date, concerning the virus. He wished everyone well.

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 Kocubinski

Seconded By: Committeeman O’Donnell

EXECUTIVE SESSION RESOLUTION

2020-65 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; Contract Matters, Personnel Matters and Litigation matters

**RESOLUTION 2020-65
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.

MOTION TO TABLE INDEFINITELY

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

BACK TO PUBLIC SESSION

MOTION TO ADJOURN

8:17 pm

Proposed By: Deputy Mayor Doyle
Seconded By: Committeeman O'Donnell

Respectively submitted,

*Mary Picariello, RMC/CMR/CTC
Township Clerk*