

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
May 3, 2018, 7:00 P.M.**

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 O'Donnell
Committeeman DeLorenzo
Committeeman Doyle
Committeeman Kocubinski

Absent: None

Also Present: Clerk Mary 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.

Mr. Wayne Voorhees – JVFC, President – He noted the Fire Department would be cooperative in posting information on the sign outside the firehouse. Mayor DeBaecke thanked the members.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman Doyle
Seconded By: Committeeman DeLorenzo

REVIEW OF CORRESPONDENCE

There was no correspondence this evening.

ENGINEER'S REPORT

Engineer Hirsh reported that the 2017 annual stormwater report was submitted on April 30, 2018. He informed the committee that the request for quotes, with regard to the Parks Grant, were due May 10th and the bollard lighting bids are due May 15th. He stated there was a Pre-Con meeting for the Provincline Road project and construction is anticipated to start early June. The Ivy Lane stormwater repairs would begin May 7th. He stated the Stormwater inlet mapping project is complete and the plans were being finalized.

MINUTES FOR APPROVAL

- April 5, 2018 – Regular Meeting

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

- April 5, 2018 – Executive Meeting

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

- April 19, 2018 – Regular Meeting

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

BILLS AND CLAIMS FOR APPROVAL

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

ORDINANCE – INTRODUCTION

2018-03 An Ordinance to Establish Salaries for Various Officials of the Township of North Hanover, Burlington County, State of New Jersey, and Regulating Payment the Manner of Payment of Same

**ORDINANCE 2018-03
COUNTY OF BURLINGTON
TOWNSHIP OF NORTH HANOVER**

**AN ORDINANCE TO ESTABLISH SALARIES FOR VARIOUS OFFICIALS OF THE
TOWNSHIP OF NORTH HANOVER, BURLINGTON COUNTY, STATE OF NEW JERSEY,
AND REGULATING THE MANNER OF PAYMENT OF SAME**

SECTION 1. The annual rate (unless otherwise specified) of compensation, salary, wages of the following officers, appointees and employees of North Hanover Township is hereby fixed in the following schedule:

TITLE	PER ANNUM
Township Committee	2,500 - 7,000
Municipal Clerk	5,000 - 60,000
Deputy Municipal Clerk	0 - 15,000
Tax Assessor	7,000 - 26,000
Tax Collector	10,000 - 40,000
Chief Financial Officer	10,000 - 60,000
Accounts Payable Clerk/Finance Assistant	5,000 - 40,000
Construction Code Official	8,000 - 16,000
Building Sub Code Official/Inspector	5,000 - 15,000
TACO/Zoning Secy/Coah Liaison/JLUB Secy	5,000 - 40,000
Plumbing Sub Code Official/Inspector	3,000 - 10,000
Fire Sub Code Official/Inspector	3,000 - 10,000
Electric Sub Code Official/Inspector	5,000 - 10,000
Mobile Home Inspector	1,500 - 4,000
Zoning Officer	1,500 - 4,000
Emergency Management Coordinator	0 - 2,500
Deputy Emergency Management Coordinator	0 - 2,500
Recycling Coordinator	0 - 2,500
Clean Communities Coordinator	0 - 500
Police Clerk	15,000 - 32,000
Police Chief	50,000 - 90,000
Assessors Clerk	0 - 5,000
Deputy Tax Collector	0 - 5,000
Secretary Board of Health	0 - 400
Recreation Secretary	0 - 400
Dog Registrar	0 - 200
Deputy Dog Registrar	0 - 200
Discovery Clerk	100 - 3,000
Municipal Judge	15,000 - 38,000
Court Administrator/Violations Clerk	20,000 - 60,000

Deputy Court Admin/Violations Clerk	12,000 -	40,000
TITLE	PER MEETING OR SESSION	
Joint Land Use Board Secretary	50 -	100
Sound Recorder Court	30 -	100
Conflict Public Defender	125 -	250
Conflict Judge	325 -	700
Summer Recreation Lifeguard	75 -	150

TITLE	PER HOUR	
Custodian	8.60 -	16.00
Maintenance/Grounds Keeper	8.60 -	16.00
DPW Laborer Part Time	8.60 -	16.00
Treasurer	8.60 -	30.00
Laborer Waste Facility	8.60 -	16.00
Waste Facility Supervisor	8.60 -	16.00
Special Police Officers	8.60 -	25.00
Summer Recreation Co-director	20.00 -	40.00
Summer Recreation Bus Driver	10.00 -	25.00
Summer Recreation Instructors	15.00 -	40.00
Summer Recreation Nurse	10.00 -	40.00
Summer Recreation Aids	10.00 -	25.00
Summer Recreation Asst. Aids	8.60 -	20.00
Summer Recreation Sr Counselor	8.60 -	12.00
Summer Recreation Jr Counselor	8.60 -	12.00
Court Sound Recorder – MIN 3 Hrs	8.60 -	16.00

SECTION 2. The Overtime rate (unless otherwise specified) of compensation, salary, wages of the following officers, appointees, and employees of the Municipal Courts of North Hanover Township, Wrightstown Borough and Chesterfield Township for Special Sessions and sessions under the Alcohol Education Rehab Funding are paid at the following overtime rate ranges:

TITLE	PER SESSION	
Municipal Judge	300 -	800
Public Defender	250 -	500

TITLE	PER HOUR	
Court Administrator/Violations Clerk	20.00 -	40.00
Deputy Court Admin/Violations Clerk	10.75 -	30.00
Court Sound Recorder	10.75 -	30.00

SECTION 3. All Ordinances inconsistent with the above are hereby repealed.

SECTION 4. This Ordinance and the salaries herein are subject to all Federal Laws, rulings, and guidelines concerning prices and wages.

SECTION 5. This Ordinance shall take effect after its final passage and publication according to law and shall be effective as of January 1, 2018 or date of hire or appointment if after January 1, 2018.

MOTION TO INTRODUCE

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

SET PUBLIC HEARING FOR MAY 17, 2018 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.

RESOLUTION 2018 -82
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON

**A RESOLUTION AUTHORIZING THE REFUND
OF TAX OVERPAYMENT**

BE IT RESOLVED, by the Township Committee of the Township of North Hanover that, as requested by the Tax Collector, it hereby authorizes a refund of overpayment of 2018 taxes in the amount of \$2,529.62 to Wells Fargo Tax Service, for Block 902 Lot 1 commonly known as 141 Meany Road.

BE IT RESOLVED, by the Township Committee of the Township of North Hanover that, as requested by the Tax Collector, it hereby authorizes a refund of overpayment of 2018 taxes in the amount of \$177.75 to Wells Fargo Tax Service, for Block 902 Lot 1 QFARM commonly known as Meany Road.

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

2018-83 Resolution Accepting the Resignation of Angela Reading from the Recreation Advisory Committee

RESOLUTION 2018-83
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON

**RESOLUTION ACCEPTING THE RESIGNATION
OF ANGELA READING FROM THE RECREATION ADVISORY COMMITTEE**

BE IT RESOVLED, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Angela Reading as members of the Recreation Advisory Committee for the Township of North Hanover effective May 1, 2018.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the following:

1. Twan Berben, Chair Recreation Advisory Committee

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

2018-84 Resolution Appointing Recreation Advisory Committee Members

RESOLUTION 2018-84
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON

APPOINTMENT OF RECREATION ADVISORY COMMITTEE MEMBERS

WHEREAS, N.J.S.A. Title 40 and Title 40A provide for the Appointment of Certain Officers, Appointees, and Employees to be appointed in Township Positions to carry out the lawful duties and responsibilities of the Township; and

WHEREAS, the Recreation Advisory Committee has vacancies created by resignations of individuals or by term expirations; and

WHEREAS, it is the desire of the North Hanover Township Committee to fill the vacancies

NOW THEREFORE BE IT RESOLVED, that the following Officers, Appointees, and Employees are hereby appointed for their respective terms, as follows:

RECREATION ADVISORY COMMITTEE –

Jamie Lucchesi, term expiring December 31, 2021
Courtney Szymanski, term expiring December 31, 2021

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

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

2018-85 Resolution Accepting the Resignation of Deputy Court Administrator Jovanna Mondragon

RESOLUTION 2018-85
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON

RESOLUTION ACCEPTING THE RESIGNATION OF DEPUTY COURT ADMINISTRATOR JOVANNA MONDRAGON

BE IT RESOVLED, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Jovanna Mondragon as a Deputy Court Administrator for the Township of North Hanover/Chesterfield Joint Municipal Court effective May 16, 2018.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the following:

2. Ms. Jovanna Mondragon
3. Joseph Green, Treasurer
4. Personnel file
5. Judge Lois Downey

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

NON-CONSENT AGENDA

2018-86 Resolution Accepting the Proposal from Environmental Resolutions Inc. Engineers for the FY2016 Municipal Parks Grant Project

RESOLUTION 2018 -86
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON

RESOLUTION ACCEPTING THE PROPOSAL FROM ENVIRONMENTAL RESOLUTIONS INC. ENGINEERS FOR FY2016 MUNICIPAL PARKS GRANT PROJECT

WHEREAS, Environmental Resolutions Inc. has submitted a proposal dated April 18, 2018 for engineering services for the Schoolhouse Road Park Improvement Project Phase II; and

WHEREAS, it is the desire of the Township Committee to accept the proposal from Environmental Resolutions Inc. Engineers for the Schoolhouse Road Park Improvement Project Phase II, in an amount not to exceed \$19,000.00; and

WHEREAS, funds are available to accept said proposal, as evidenced by the attached Certification of Availability of Funds;

NOW, THEREFORE, BE IT RESOLVED, by the Township of North Hanover that it does hereby accept the proposal from Environmental Resolutions Inc. Engineers, in an amount not to exceed \$19,000.00 to provide engineering services for the Schoolhouse Road Park Improvement Project Phase II – Base Plan, Quotation Documents and Construction Services.

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

DISCUSSION

- **Permanent Bond Financing**
CFO Bruno gave an overview of short term versus long term financing. He noted the intent to capitalize on the rates. He reported the latest BAN issued was 25 point higher. The financial advisor reported he has inquired about going before the LFB for the non-conforming maturity schedule and recommended not moving forward with that. He gave several options that he and CFO Bruno are exploring to include the Burlington County Bridge Commission. After deliberation, there was a general consensus to move forward with a conforming procedure.
- **Display Sign Green Acres Park**
Committeeman Kocubinski reviewed the signage and financing of same. Recreation Chair, Twan Berben reviewed the reasoning behind the purchase. Committeeman DeLorenzo inquired about maintaining and cost. Chair Berben noted he has a volunteer for maintaining. Committeeman Doyle expressed concerns over the single sided sign. There was a consensus to have a double sided sign. Deputy Mayor concurred a double sided sign was needed. Deputy Mayor O'Donnell felt a better placement would be on the Municipal Building property, with the Committee concurring and concerns over Green acres regulations were discussed. Engineer Hirsh would make an inquiry with Green Acres. There was a general consensus to hold off until the Green Acres issue is addressed and placement on the Municipal Building grounds was explored further.
- **Brigadier General William C. Doyle Veterans Memorial Ceremony**
Clerk Picariello noted the May 26th ceremony and inquired as to who was going to attend. There was a general consensus all would be attending.
- **JBMDL Annual Parade of Wreaths Ceremony**
Clerk Picariello noted the ceremony on May 24th. Mayor DeBaecke, Deputy Mayor O'Donnell and Committeeman Kocubinski would be in attendance.

2018 BUDGET ADOPTION

2018-75 Authorizing Adoption of the 2018 Municipal Budget

- Comments from Mayor/Township Committee or CFO

Mayor DeBaecke noted the hard work that went into this year’s budget. He stated there would be a small increase of 2.67 cents to cover rising costs. He thanked everyone for the assistance.

- Mayor Opens the Floor For Public Comment

Mr. Ralph Ruocco – Chesterfield-Arneytown Road – Mr. Ruocco commended the Committee for their hard work. He inquired if the increase was due to debt service. Committeeman Kocubinski concurred and gave further explanation. Mr. Ruocco inquired about the CAP Bank and Tax Levy max. CFO Bruno explained and Michael Holt, Auditor further elaborated with regards to exceptions. Mr. Ruocco objected to Committeeman DeLorenzo’s participation in the Health insurance and he inquired about employee health contributions. CFO Bruno gave an explanation and noted an up to date budget would be posted as a result of tonight’s adoption.

- Mayor Closes the Floor From Public Comment

Motion to close was made by Committeeman DeLorenzo and seconded by Deputy Mayor O’Donnell; all present were in favor by voice vote.

MOTION TO ADOPTION 2018 MUNICIPAL BUDGET

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

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman Kocubinski stated the Memorial Day parade would be May 26th at noon. The firehouse will have an open house after. He noted we were still waiting for a response with regards to JBMDL participation. He stated the CDBG was postponed from last week’s Freeholder meeting. It is rescheduled for May 9th. He did confirm funding was available. He also thanked the members, who resigned, from the Recreation Advisory Committee for their contributions.

Committeeman Doyle noted seats would be needed for the Memorial Day ceremony and the grass needs to be freshly cut.

Committeeman DeLorenzo noted electronic recycling began May 1st at the Waste Facility. He stated the annual Clean Up day was scheduled for October 6th and more information would be disseminated at a later date. He stated that he is on call 24 hours a day with regards to Public Work and Waste Facility operations and he does utilize the Health Insurance. It could always be dealt with at Election time.

Deputy Mayor O’Donnell noted the webmasters report. He was impressed with the traffic. He thanked the webmaster for her efficient work and Clerk Picariello for sending the information.

Mayor DeBaecke stated he was looking forward to the Memorial Day ceremonies and noted it is a time of reflection. He expressed his sympathies to the family of Paul Bruni.

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: Deputy Mayor O’Donnell

Seconded By: Committeeman DeLorenzo

EXECUTIVE SESSION RESOLUTION

2018-87 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; Joint Court Contract Matter, 2015 Road Improvement Program Contract I Contract Matter, Contract Matters, Personnel and Litigation matters

**RESOLUTION 2018-87
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 Joint Court Contract Matter, 2015 Contract I Road Improvement Program Contract I Contract matter, 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.

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

BACK TO PUBLIC SESSION

MOTION TO ADJOURN

9:20 pm

Proposed By: Committeeman DeLorenzo

Seconded By: Committeeman Doyle

Respectively submitted,

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