NORTH HANOVER TOWNSHIP TOWNSHIP COMMITTEE MEETING MINUTES October 7, 2021, 7:00 P.M.

VIA CONFERENCE CALL: Dial In: 1-888-482-9769; Access Code 4493305#

OR

IN PERSON LIMITED TO THE FIRST 13 REGISTERED TO REGISTER EMAIL: CLERK@NORTHHANOVERTWP.COM

<u>CALL TO ORDER</u> Mayor Doyle called the meeting to order at 7:00 p.m.

FLAG SALUTE: Led by Mayor Doyle

ROLL CALL: Mayor Doyle

Deputy Mayor DeBaecke Committeeman Forsyth Committeeman Kocubinski Committeeman O'Donnell

Absent: None

Also Present: Township Clerk Picariello and Township Attorney Roselli

<u>SUNSHINE STATEMENT</u>: "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 Doyle opened the meeting to the public. There were no public comments this evening.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Deputy Mayor DeBaecke Seconded By: Committeeman Forsyth

REVIEW OF CORRESPONDENCE

Clerk Picariello informed the Committee that they were invited to JBMDL KC-46 Ceremony. Mayor Doyle asked Clerk Picariello to forward the emails so those who were available to attend could respond.

ENGINEER'S REPORT

Engineer Hirsh noted he was in need of the dimensions of the batting cage to obtain pricing. He stated the parking area was still being worked on and we were awaiting a striping schedule. The Schoolhouse Road Phase III project has received bid approval from NJDOT and he anticipates advertising early next week. The roof contract was awaiting final installation of gutters. Engineer Hirsh reported the Hanover Court drainage contract was complete and close-out was forth-coming. He would be receiving multiple quotes on Laurel Drive drainage and report back. He also stated NJNG would be repairing inlet on Provinceline by the end of the month.

MINUTES FOR APPROVAL

• September 16, 2021 – Regular Meeting

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

• September 16, 2021 – Executive Session

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

BILLS AND CLAIMS FOR APPROVAL

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

ORDINANCE – ADOPTION

2021-08

An Ordinance of the Township of North Hanover, County of Burlington, State of New Jersey Appropriating \$38,000.00 From the Capital Improvement Fund to Provide for Emergency Medical Service Capital Improvements

ORDINANCE 2021-08 COUNTY OF BURLINGON TOWNSHIP OF NORTH HANOVER

AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPROPRIATING \$38,000.00 FROM THE CAPITAL IMPROVEMENT FUND TO PROVIDE FOR EMERGENCY MEDICAL SERVICE CAPITAL IMPROVEMENTS

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. \$38,000.00 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:

Ambulance Remount \$38,000.00

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 this evening.

MOTION TO CLOSE PUBLIC HEARING

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

MOTION TO ADOPT ORDINANCE 2021-08

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

<u>ORDINANCE – INT</u>RODUCTION

2021-09

An Ordinance Amending Ordinance 2021-02 entitled "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"

ORDINANCE 2021-09 COUNTY OF BURLINGTON TOWNSHIP OF NORTH HANOVER

AN ORDINANCE AMENDING ORDINANCE 2021-02 ENTITLED "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"

BE IT ORDAINED that Ordinance 2021-02 entitled "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" is hereby amended by the addition of two new positions and rates of pay as follows (additions are bolded and underlined; deletions have strikethrough):

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 Clerk Typist

PER HOUR \$13.00 - \$20.00

SECTION 2: All Ordinances inconsistent with the above are hereby repealed.

SECTION 3: This Ordinance and the salaries herein are subject to all Federal Law, rulings, and guidelines concerning prices and wages.

SECTION 4: This Ordinance shall take effect after its final passage and publication according to law.

MOTION TO INTRODUCE

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

SET PUBLIC HEARING FOR OCTOBER 21, 2021 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.

2021-126 Resolution Authorizing the Municipal Clerk to Execute and Distribute Mercantile Applications and Licenses for 2022

RESOLUTION 2021-126 TOWNSHIP OF NORTH HANOVER COUNTY OF BURLINGTON

RESOLUTION AUTHORIZING THE MUNICIPAL CLERK TO EXECUTE AND DISTRIBUTE MERCANTILE APPLICATIONS AND LICENSES FOR 2022

WHEREAS, pursuant to North Hanover Township Municipal Code Chapter 4:030 each business must obtain an annual license of which expires December 31st of the licensing year; and

WHEREAS, the Municipal Clerk is tasked with the maintenance, distribution and execution of all such business licenses for North Hanover Township pursuant to the provisions of Chapter 4:030 of the Municipal Code of North Hanover Township and with the consent of the Township Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover that it hereby authorizes the Municipal Clerk to distribute the annual Mercantile License Applications and to then execute them based upon the provisions as set forth in Chapter 4:030 of the Municipal Code of North Hanover Township.

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

Resolution Appointing Part-Time Clerk Typist

RESOLUTION 2021-127 TOWNSHIP OF NORTH HANOVER **COUNTY OF BURLINGTON**

APPOINTMENT OF PART-TIME CLERK TYPIST

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 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, that the following Officers, Appointees, and Employees are hereby appointed for their respective terms, as follows:

Part-Time Custodian Supervisor ~ Nicole L. Smith

Effective Date of Employment: 10/12/2021

BE IT FURTHER RESOLVED, that the above-named position will be compensated at

a rate of \$13.00 per hour, not to exceed 20 hours per week.

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

NON-CONSENT AGENDA

2021-128 Resolution Accepting Quote from Earle Asphalt Company for Drainage Improvements on Meany Road

RESOLUTION 2021-128

TOWNSHIP OF NORTH HANOVER **COUNTY OF BURLINGTON**

RESOLUTION ACCEPTING QUOTE FROM EARLE ASPHALT COMPANY FOR DRAINAGE IMPROVEMENTS ON MEANY ROAD

WHEREAS, the Township of North Hanover desires to make drainage improvements on Meany Road located in North Hanover Township; and

WHEREAS, N.J.S.A. 40A:11-6.1, authorizes the solicitation of quotations, if practicable; and

WHEREAS, the Township has reviewed the quotes received and recommends the lowest quote submitted by Earle Asphalt Company; 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 accepts the lowest quote by Earle Asphalt Company, for Drainage Improvements to Meany Road in the amount of \$16,200.00.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to issue said purchase order aforesaid on behalf of the Township.

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

2021-129 Resolution Authorizing the Purchase of One Ambulance Remount Package from Bay Head Investments, Inc. VCI, Contract #AM10-20, Authorized Vendor Under Houston-Galveston Area Council CO-OP

RESOLUTION 2021-129 TOWNSHIP OF NORTH HANOVER COUNTY OF BURLINGTON

RESOLUTION AUTHORIZING THE PURCHASE OF ONE AMBULANCE REMOUNT PACKAGE FROM BAY HEAD INVESTMENTS, INC. VCI, CONTRACT #AM10-20, AUTHORIZED VENDOR UNDER HOUSTON-GALVESTON AREA COUNCIL CO-OP

WHEREAS, Bay Head Investments, Inc. aka VCI, having an address at 43 Jefferson Avenue, Berlin, New Jersey 08009 is an authorized vendor to sell Ford Motor Company products, which is a participating contractor in the Houston-Galveston Area Council CO-OP; and

WHEREAS, the Township of North Hanover wishes to purchase from Bay Head Investments Inc. aka VCI one 2022 Ford E450 Gas Horton 553 Remount Package with Stryker Powerload System under Houston Galveston Area Council Co-Op, under Contract #AM10-20 for an amount not to exceed \$147,987.40; and

WHEREAS, the Township is in receipt of the requisite documentation required in order to award this contract; and

WHEREAS, the use of the Houston-Galveston Area Council Co-Op shall result in cost savings, after all factors, including charges for service, material and delivery have been considered; and

WHEREAS, the Houston-Galveston Area Council Co-Op bidding process for contractors meets the requirements of the "fair and open" definition required by N.J..S.A. 19:44a-20.07; and

WHEREAS, the determination of the Township to award this contract under this national cooperative was previously advertised both in the newspaper and on the Township website; and

WHEREAS, the North Hanover Township Committee wishes to approve of the purchase of the aforesaid 2022 Ford E450 Horton 553 Remount Package for the reasons set forth herein.

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

- 1. Contract #AM10-20 is hereby approved with Bay Head Investments, Inc. /VCI, located at 43 Jefferson Avenue, Berlin, New Jersey 08009, pursuant to the Houston-Galveston Area Council Co-Op, in the amount not to exceed \$147,987.40, for the purchase of 2022 Ford E450 Horton 553 Remount Package in accordance with the bid quotation received from Bay Head Investments, Inc. /VCI; a copy of which is on file with the Department of Finance.
- 2. The award of the contract is contingent upon the issuance of a Certification of Availability of Funds, certifying the existence of a sufficient appropriation to fund the said contract.

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

2021-130 Resolution Authorizing an Extension to Contract By and Between the Township of North Hanover and A Cut Above the Rest for Snow Removal Services within the Township of North Hanover

RESOLUTION 2021-130 TOWNSHIP OF NORTH HANOVER COUNTY OF BURLINGTON

RESOLUTION AUTHORIZING AN EXTENSION TO CONTRACT BY AND BETWEEN THE TOWNSHIP OF NORTH HANOVER AND A CUT ABOVE THE REST FOR THE PROVISION OF SNOW REMOVAL SERVICES WITHIN THE TOWNSHIP OF NORTH HANOVER

WHEREAS, the Township of North Hanover (hereinafter "Township") previously awarded by way of public bid by way of Resolution No. 2019-132 adopted November 7, 2019, a contract (hereinafter "Contract") to A Cut Above The Rest having an address at 837 Route 524, Allentown, NJ 08501 (hereinafter "Contractor") for the provision of snow removal services for the Township's streets, roadways and other Township property for an initial term of November 15, 2019 to November 14, 2020; and

WHEREAS, pursuant to the terms of the initial Contract and the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the term of the Contract can be extended by the Township for up to two (2), one-year additional terms, under the same terms and conditions of the awarded contract, including price, unless a different price is accepted by the Township Committee in accordance with the requirements of the New Jersey Local Public Contracts Law; and

WHEREAS, the Township Committee hereby finds that the services being provided by the Contractor are being performed in an effective and efficient manner; and

WHEREAS, in accordance with the paragraph IV of the Contract, the Township extended the term of the Contract for an initial one-year term, commencing November 15, 2020 and terminating November 15, 2021 and now wishes to extend for an additional year commencing November 15, 2021 and terminating November 15, 2022 under the same terms and conditions, in effect under the contract of the November 15, 2019 until November 14, 2020 Contract; and

WHEREAS, the Contractor has consented to the extension of the Contract under the same terms and conditions of the 2019/2020 contract, which was set forth in an agreement executed by the parties and the following prices:

\$200 per hour when utilizing tractor \$200 per hour when utilizing Dump truck, spreader & plow \$200 per hour when utilizing pick-up truck \$75.00 per hour for operator

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that it does hereby authorize an initial one year extension to the Contract with A Cut Above The Rest having an address at 837 Route 524, Allentown, NJ 08501 by extending the term of the contract for an additional one year term; with the contract prices as set forth herein above, requiring the Contractor to utilize light duty vehicles, i.e. pick-up trucks and dump

trucks, for light snow falls measuring 4 inches or less, with all other terms and conditions of the contract remaining the same.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to A Cut Above the Rest.

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

2021-131 Resolution Authorizing Execution of Contract for Animal Control Services with John E. Bilyk

RESOLUTION 2021-131 TOWNSHIP OF NORTH HANOVER COUNTY OF BURLINGTON AUTHORIZING EXECUTION OF CONTRACT FOR ANIMAL CONTROL SERVICES WITH JOHN E. BILYK

WHEREAS, the Township of North Hanover desires to retain the services of Animal Control for North Hanover Township; and

WHEREAS, Jan E. Bilyk qualifies as a professional in this field able to provide the services requested by the Township of North Hanover.

NOW, THEREFORE, BE IT RESOLVED BY THE Township Committee of North Hanover Township that the attached Contract be entered into with Jan E. Bilyk effective February 1, 2021 to expire at midnight on January 31, 2022.

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

- 1. Mary Picariello, Township Clerk
- 2. Jack Bruno, Chief Financial Officer
- 3. Robert Duff, Officer in Charge
- 4. Jan E. Bilyk

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

2021-132 Resolution Authorizing a Shared Services Agreement with New Hanover Township for the Provision of BLS/EMS Ambulance Service

RESOLUTION NO. 2021-132 TOWNSHIP OF NORTH HANOVER COUNTY OF BURLINGTON

A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH NEW HANOVER TOWNSHIP FOR THE PROVISION OF BLS/EMS AMBULANCE SERVICE

WHEREAS, the Township of North Hanover provides BLS/EMS services to its residents that can be extended to the Township of New Hanover without detracting from services currently being provided by the Township of North Hanover; and

WHEREAS, the Township of New Hanover has expressed the need for BLS/EMS services, as necessary and proper for the safety and security of the public health and welfare; and

WHEREAS, the Township of North Hanover and the Township of New Hanover desire to execute a Shared Services Agreement, pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq; and

WHEREAS, such agreements are authorized pursuant to the Uniform Shared Services Consolidation Act, N.J.S.A. 40A:65-1 et seq.; and

WHEREAS, the Governing Bodies of the Township of New Hanover and the Township of North Hanover determine that it is in their mutual interest to enter into an agreement (the "Agreement") for the provision of BLS/EMS ambulance services so as to benefit from the cost savings inherent in the share of necessary government services; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, in the County of Burlington, that it does hereby approve of the Shared Services Agreement by and between the Township of North Hanover and the Township of New Hanover for the provision of BLS/EMS Ambulance Services in the form attached hereto and the Mayor and Township Clerk are authorized to execute said agreement.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to New Hanover Township and the Chief Financial Officer.

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

DISCUSSION

Mayor Doyle noted the Basketball Chair stressed the importance of the season for the children. He noted the parents must follow rules of mask wearing or risk the school not allowing them to use the gym. They were inquiring if the parent doesn't comply should they give warning and then remove kid from team. After discussion, the general consensus was to remove the parent only. It was determined only one parent per child allowed. There would be no NBIAA season this year. Attorney Roselli noted the Town's forms must be used. Mayor Doyle noted the Trunk or Treat is scheduled for October 30th.

TOWNSHIP COMMITTEE "COMMENTS"

Committeeman Forsyth stated the Clean Up Day went well and was busier than thought.

Deputy Mayor DeBaecke noted the residents enjoy Clean Up Day and was pleased it went well. He stated he was disappointed the NBIAA was not having a season.

Mayor Doyle thanked everyone for their hard work.

PUBLIC PARTICIPATION

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

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

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Deputy Mayor DeBaecke Seconded By: Committeeman Forsyth

EXECUTIVE SESSION RESOLUTION

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 Redevelopment Contract Matter, Attorney Client Privileged Discussion, FOP Contract Matter, Contract Matters, Personnel Matters and Litigation matters

RESOLUTION 2021-133 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 Redevelopment Contract Matter, Attorney Client Privileged Discussion, FOP 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
Deputy Mayor DeBaecke	X		X			
Committeeman Forsyth			X			
Committeeman Kocubinski			X			
Committeeman O'Donnell		X	X			
Mayor Doyle			X			

MOTION TO ADJOURN TO ENTER INTO EXECUTIVE SESSION

<u>7:28 pm</u>

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

Respectively submitted,

Mary Picariello, RMC/CMR/CTC Township Clerk