

NORTH HANOVER TOWNSHIP
 TOWNSHIP COMMITTEE MEETING MINUTES
 January 19, 2023 7:00 P.M.

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

CALL TO ORDER Mayor Forsyth called the meeting to order at 7:00 p.m.

FLAG SALUTE: Led by Mayor Forsyth

ROLL CALL: Mayor Forsyth
 Deputy Mayor O'Donnell
 Committeeman DeBaecke
 Committeeman Doyle
 Committeeman Kocubinski

Absent: None

Also Present: Township Clerk Picariello and Township Attorney Mark 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 Forsyth opened the meeting to the public. There were no public comments this evening

MOTION TO CLOSE PUBLIC COMMENT

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

REVIEW OF CORRESPONDENCE

There was no correspondence this evening.

ENGINEER'S REPORT

Engineer Hirsh reported that he was working on the new Stormwater Ordinances that will be required for the NJDEP Tier A permit. He noted he has requested new quotes for the park gazebo and anticipates bidding park improvements in February. He noted the FY2023 DCA Local Recreation Grant application will be submitted on January 20th. He stated the NJDOT FY21 project will be closed out and the final reimbursement requested. He noted ERI will prepare and submit proposal for the FY23 NJDOT application. He stated the FY2023 CDBG grant application has been submitted and he was awaiting award notices. He informed the Township Committee that the Crosswicks-Ellisdale Road repair was complete.

DEPARTMENT REPORTS FOR DECEMBER 2022

- a. Tax Collector
- b. Construction, Zoning & Mobile Homes (and Year End)
- c. North Hanover Court (not provided)
- d. Jacobstown Volunteer Fire Company (and Year End)
- e. Fire Official (and Year End)
- f. Police Department (not provided)

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

MINUTES FOR APPROVAL

- December 15, 2022 – Regular Meeting

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

- December 15, 2022 – Executive Session

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

- January 5, 2023 – Reorganization Meeting

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

BILLS AND CLAIMS FOR APPROVAL

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

2023-28 Resolution Appointing Recreation Advisory Committee Members
RESOLUTION 2023-28

**TOWNSHIP OF NORTH HANOVER
 COUNTY OF BURLINGTON**

APPOINTMENT 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

NAME	TITLE	TERM EXPIRATION
Alexandra DeGood	Chairman - Term 1/1/2023-12/31/2023 Registration/Events	12/31/2024 (3 Year)
Zachary Boyce	Vice Chairman – Term 1/1/2023-12/31/2023 Basketball/ NBIAA	12/31/2024 (3 Year)
Courtney Szymanski	Secretary – chosen by recreation members each year - Events	12/31/2024 (3 Year)
Christopher Doyle	Twp. Committee Liaison Recreation Commissioner	12/31/2023 (1 Year)
VACANT		12/31/2024 (3Year)
VACANT		
Casey Noble	Community Events/ Sponsorship	12/31/2025 (3 Year)
Brook J. Loftus	Baseball/Soccer	12/31/2024 (3 Year)
Stephanie Patterson	Community Events	12/31/2025 (3 Year)
VACANT		12/31/2024 (3Year)
VACANT		
Christina Janis	Community Events	12/31/2023 (3 Year)
Christian Janis	Fields/Softball/Baseball	12/31/2023 (3 Year)

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

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

2023-29 Resolution Authorizing the Burlington County Division of Mosquito Control to Administer Aerial Surveillance and Treatment Program

**RESOLUTION 2023-29
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING THE BURLINGTON COUNTY DIVISION OF
MOSQUITO CONTROL TO ADMINISTER AERIAL SURVEILLANCE AND
TREATMENT PROGRAM**

WHEREAS, the Township Committee of the Township of North Hanover does hereby authorize the Burlington County Division of Mosquito Control to apply pesticides from aircraft to control mosquitoes over portions of North Hanover Township; and

WHEREAS, the Township Committee of the Township of North Hanover understands that all pesticides used are registered with the NJDEP for aerial application by the State and the USEPA; and

WHEREAS, the Township Committee of the Township of North Hanover further understands that the areas being treated are only those found to have a significantly high mosquito population and may present either a public health nuisance or disease factor;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of North Hanover that it hereby approves and authorizes the Burlington County Division of Mosquito Control to administer aerial surveillance and a treatment program to North Hanover Township and hereby authorizes the Mayor and/or Township Clerk to execute the document to authorize said services;

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

1. Burlington County Department of Public Works Division of Mosquito Control

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

NON-CONSENT AGENDA

2023-30 Resolution to Apply for and Obtain a Local Recreation Improvement Grant through the New Jersey Department of Community Affairs

**RESOLUTION 2023-30
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION TO APPLY FOR AND OBTAIN A LOCAL RECREATION
IMPROVEMENT GRANT THROUGH THE NEW JERSEY DEPARTMENT OF
COMMUNITY AFFAIRS**

WHEREAS, the Township of North Hanover (the ‘Township’) desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$177,592.00 to carry out a project entitled 2023 Schoolhouse Road Park Improvements which includes the addition an amenities to accommodate 2 pickle ball courts and a dog park.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of North Hanover, County of Burlington that;

- 1) The Township of North Hanover does hereby authorize the application for such a grant; and,
- 2) The Township of North Hanover recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of North Hanover and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

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

2023-31 Resolution Authorizing Township Clerk to Execute the Annual Dog License Maintenance Agreement for the Munidex System

**RESOLUTION 2023-31
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**AUTHORIZING TOWNSHIP CLERK TO EXECUTE THE ANNUAL DOG LICENSE
MAINTENANCE AGREEMENT FOR THE MUNIDEX SYSTEM**

WHEREAS, the Township Clerk’s Office manages the annual dog licensing utilizing software called Munidex; and

WHEREAS, each year the software company called Munidex, Inc. requires an annual maintenance agreement be executed to oversee said software;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey, that the Township Clerk is authorized by the Township Committee to sign the form document submitted by Munidex Inc. in order to accomplish the necessary maintenance of our municipal dog licensing for the 2023 calendar year.

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

**RESOLUTION 2023-32
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING THE SUMMER RECREATION CAMP DIRECTOR TO
PAY IN ADVANCE OF A TOWNSHIP COMMITTEE MEETING CERTAIN SUMMER
CAMP EXPENDITURES**

WHEREAS, from time to time there arises the need for the Summer Recreation Camp Director to make purchases for the Summer Recreation Camp Program; and

WHEREAS, at times said purchases necessitate a need to be purchased in advance of a Township Committee meeting in which approval for said purchases would be typically granted;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of North Hanover that the Director for the 2023 Summer Recreation Camp Program hereby have the consent of the Township Committee to make the following purchases in advance of a Township Committee meeting of which indicates a dollar amount not to exceed:

EXPENDITURES FOR SUMMER RECREATION PROGRAM

BJ'S	\$1,000
The Rink	\$3,000
Fun Plex	\$8,000
Laurel Lanes	\$2,500
Movies	\$3,000
Chucky Cheese	\$5,000
Charleston Swim Club	\$2,500
Island Beach State Park	\$ 500
Miscellaneous Fees (Tolls, parking, etc.)	\$ 500

Total **\$26,000**

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

DISCUSSION

- Grass Cutting & Maintenance of Township Property and Recreation Fields Bid – Clerk Picariello informed the Township Committee of the contract expiration. There was a general consensus to have Attorney Roselli prepare the bid.
- P.L. 2022 C.92 – Business and Rental Unit Liability Insurance – Clerk Picariello noted the new law. Attorney Roselli noted he would review the law and report back to the Township Committee.
- 2023 Elected Official Seminar – The Township Committee members present noted the dates they would like to take the Seminar and instructed Clerk Picariello to enroll them.

TOWNSHIP COMMITTEE “COMMENTS”

Mayor Forsyth noted the new speed limit signs on Meany Road and stated to be mindful.

PUBLIC PARTICIPATION

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

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

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman DeBaecke

Seconded By: Committeeman Kocubinski

EXECUTIVE SESSION RESOLUTION

2023-33 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 Police Personnel Matter, Potential Shared Services Contract Matter, Contract Matter, Personnel and Litigation matters

**RESOLUTION 2023-33
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 Police Personnel Matter, Potential Shared Services 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

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

MOTION TO RECESS TO ENTER INTO EXECUTIVE SESSION

Proposed By: Committeeman DeBaecke
Seconded By: Committeeman Doyle

TIME OF RECESS: 7:43 PM

MOTION TO RECONVENE 8:49 PM

Proposed By: Committeeman DeBaecke
Seconded By: Committeeman Doyle

MOTION TO ADJOURN 8:50pm

Proposed By: Committeeman Doyle
Seconded By: Committeeman DeBaecke

Respectively submitted,

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