

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
February 1, 2024 7:00 P.M.**

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

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

FLAG SALUTE: Led by Mayor DeBaecke; Mr. Voorhees offered prayers for the JVFC who are mourning the loss of past member Bob Massabrook. He offered condolences to his family. Mayor DeBaecke asked for a moment of silence.

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

Absent: Committeeman Forsyth

Also Present: Township 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. There were no public comments this evening.

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Mayor DeBaecke
Seconded By: Committeeman Doyle

REVIEW OF CORRESPONDENCE

1. Tax Collector 2023 Annual Report – The Tax Collector reported on the annual revenues. There was a general consensus by voice vote to accept the report.

ENGINEER'S REPORT

Engineer Hirsh was not present this evening.

MINUTES FOR APPROVAL

- January 18, 2024 – Regular Meeting

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

BILLS AND CLAIMS FOR APPROVAL

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

_2024-34 Resolution to Apply for and Obtain a FY2024 Local Recreation Improvement Grant through the New Jersey Department of Community Affairs

**RESOLUTION 2024-34
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION TO APPLY FOR AND OBTAIN A FY2024 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 \$87,000.00 to carry out a project entitled 2024 Schoolhouse Road Park Basketball Court Improvements which includes the reconstruction of the existing basketball courts, including the resurfacing of the court, replacement of benches and basketball backboards/posts and the construction of fencing.

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:

(signature)

(Ronald DeBaecke)

Mayor

(signature)

(Mary Picariello)

Township Clerk

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

2024-35 Resolution of Final Approval of Farmland Preservation Application

**RESOLUTION 2024-35
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION OF FINAL APPROVAL OF FARMLAND PRESERVATION
APPLICATION(S)**

WHEREAS, the Township of North Hanover is committed to preserving, to the extent possible, farmland within the Township for the benefit of the citizens of the Township of North Hanover as well as for the County of Burlington and for the State of New Jersey; and

WHEREAS, the Burlington County Agriculture Development Board is proceeding with the preservation of the following farms: James & Lisa Durr Farm comprised of Block 400 Lots 12, 14, 42, 43 and 44 through the Farmland Preservation Easement Purchase Program; and

WHEREAS, the County requests that the Township recognize that in this instance, the 10% municipal cost share is not required due to the availability of County funds and the proximity of the subject farm to Joint Base M-D-L; and

WHEREAS, it is in the best interests of the citizens of the Township of North Hanover to give final approval on the County’s acquisition of development easements for the above-mentioned farms through the Farmland Preservation Easement Purchase Program;

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington, and State of New Jersey that they grant final approval for the acquisition of development easements on the aforementioned properties through the Burlington County Farmland Preservation Program.

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

2024-36 Resolution Canceling Taxes

**RESOLUTION 2024-36
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION CANCELING TAXES

WHEREAS, the United States Department of Veteran Affairs has classified Edmund Nowak as 100% Permanently and Totally Disabled; and

WHEREAS, by application from Jay Renwick, Tax Assessor in the Township of North Hanover, the said exemption is granted from December 4, 2023; and

WHEREAS, N.J.S.A. 54:4-3.30a – Allows for the exemption from taxation from real and personal property for any citizen and resident of the State who has a total or 100% permanent disability as defined by this statute.

WHEREAS, the following taxes must be canceled and any monies paid by the owner should be refunded.

THEREFORE, BE IT RESOLVED, that the following taxes be canceled:

BLOCK 301 LOT 22 **2023** \$ 402.12
 1st half 2024 \$2,783.65

THEREFORE, BE IT RESOLVED FURTHER, that a copy of this Resolution be forwarded to the Burlington County Board of Taxation, the Treasurer of Burlington County, the Municipal/Regional School Board to advise them of the action taken by the Township Committee on this matter.

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

2024-36-A Resolution Appointing Per Diem Emergency Medical Technician

**RESOLUTION 2024-36 - A
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

RESOLUTION APPOINTING PER DIEM EMERGENCY MEDICAL TECHNICIAN

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:

PER DIEM EMT ~ Michelle McCarthy

Effective Date of Employment: 02/01/2024

BE IT FURTHER RESOLVED, that the above-named positions will be compensated as per the Salary Ordinance and Salary Resolution at a rate of \$18.00 per hour not to exceed 24 hours per week.

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

NON-CONSENT AGENDA

2024-37 Resolution Approving the Public Display of Fireworks for the Township of North Hanover Family Night Celebration – **Mayor DeBaecke Tabled Resolution 2024-37**

2024-38 Resolution Authorizing Execution of Contract for Animal Control Services with John E. Bilyk

**RESOLUTION 2024-38
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, 2024 to expire at midnight on January 31, 2025.

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
Committeeman Doyle		X	X			
Committeeman Forsyth						X
Committeeman Kocubinski			X			
Deputy Mayor O'Donnell	X		X			
Mayor DeBaecke			X			

2024-39 Resolution Authorizing Release of Escrows

**RESOLUTION 2024-39
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

AUTHORIZING RELEASE OF ESCROWS

WHEREAS, the following accounts have a balance in the escrow account:

Name	Block/Lot	Balance
Jesus Harvest (T-25-56-923-001)	900/5	\$1,257.50

WHEREAS, the professionals have indicated that no monies are due these accounts.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington, that the above-named escrow account be released; and

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

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

2024-40 Resolution Authorizing the Award of a Non-Fair and Open Contract for North Hanover Township with Herman's Trucking, Inc. for Brush Removal Services

**RESOLUTION 2024-40
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR NORTH HANOVER TOWNSHIP WITH HERMAN'S TRUCKING, INC. FOR
BRUSH REMOVAL SERVICES**

WHEREAS, the Township of North Hanover has a need to acquire management and administration of the Township's brush removal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and,

WHEREAS, the Township Committee has determined and certified in writing that the value of the contract will not exceed \$17,500; and

WHEREAS, the Township Committee has deemed soliciting two competitive quotations is not practicable due to the uniqueness of the service required and have determined that the quote of Herman's Landscaping, Inc. response is the most advantageous, price and other factors considered; and

WHEREAS, the anticipated term of this contract is for twenty-four (24) months, with a Township option to exercise two (2) one (1) year extensions; and

WHEREAS, Herman's Landscaping Supply has completed and submitted a Business Entity Disclosure Certification which certifies that Herman's Landscaping Supply has not made any reportable contributions to a political or candidate committee in the Township of North Hanover in the previous one year, and that the contract will prohibit Herman's Landscaping Supply from making any reportable contributions through the term of the contract.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of North Hanover authorizes the Mayor to enter into a contract with Herman's Landscaping, Inc. effective April 1, 2024 through March 31, 2026, with the right of the Township to extend of two (2) one (1) year extensions.

BE IT FURTHER RESOLVED that the required "Notice of Contract Awards" shall be published in the legal newspaper as required by law within ten (10) days of its passage.

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

2024-41 Resolution Amending Resolution 2024-14 Entitled “Resolution Appointing a Risk Management Consultant for the Burlington County Municipal Joint Insurance Fund”

**RESOLUTION 2024-41
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**RESOLUTION AMENDING RESOLUTION 2024-14 ENTITLED “RESOLUTION
APPOINTING A RISK MANAGEMENT CONSULTANT FOR THE
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND”**

WHEREAS, the Governing Body of North Hanover Township is a member of the Burlington County Municipal Joint Insurance Fund, a self-insurance pooling fund; and

WHEREAS, the Bylaws of said Fund allow each municipality to appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment with expenditure represents reasonable compensation for the services required; and

WHEREAS, Barclay Group has agreed to a fee not to exceed **four percent (4%)** of the municipal assessment and was included in the cost considered by the governing body; and

WHEREAS, N.J.S.A. 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultants are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, BE IT RESOLVED that the Governing Body of North Hanover Township does hereby appoint Steve Walsh of Barclay Group as its Risk Management Consultant in accordance with 40A:11-5; and

BE IT FURTHER RESOLVED that the Governing Body is hereby authorized and directed to execute the Consultant’s Agreement annexed hereto and to cause a notice of this decision be published according to N.J.S.A. 40A:11-5(1), (a), (1).

ATTEST: _____
Mary Picariello, Municipal Clerk

MUNICIPALITY: _____
Ronald DeBaecke., Mayor

ATTEST: _____

CONSULTANT: _____
Steve Walsh, Barclay Group

DATE: _____

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

DISCUSSION

Mayor DeBaecke noted the purchase of a police patrol car. He stated in the past we purchase one per year. He noted Sergeant Mellor was able to secure a 2023 left over model that would be approximately \$7,000-\$8000 less than the 2025 models. Sergeant Mellor gave an overview. The police were looking to move forward and the cost would be placed in the 2024 budget. There was a general consensus to move forward. Mayor DeBaecke noted he would discuss with finance.

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman Kocubinski noted the request of the Recreation Advisory Committee for a youth Volleyball program. He noted the participants would be buying their own equipment. There was a general consensus to allow the program to move forward. Committeeman Kocubinski also stated the on-going issues with volunteer participation.

Committeeman Doyle offered prayers for the JVFC on their loss.

Deputy Mayor O'Donnell noted he had been working with the JFVC Chief Gancarz on filing the Fire Inspection State reports.

Mayor DeBaecke offered his condolences. He noted his pleasure with the recent farm preservation.

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: Mayor DeBaecke

Seconded By: Deputy Mayor O'Donnell

EXECUTIVE SESSION RESOLUTION

2024-42 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**, Contract Matters, Personnel and Litigation matters

**RESOLUTION 2024-42
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 Department Personnel 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 Doyle	X		X			
Committeeman Forsyth						X
Committeeman Kocubinski			X			
Deputy Mayor O'Donnell		X	X			
Mayor DeBaecke			X			

MOTION TO ADJOURN TO ENTER INTO EXECUTIVE SESSION

7:18 pm

Proposed By: Committeeman Doyle

Seconded By: Deputy Mayor O'Donnell

Respectively submitted,

Mary Picariello, RMC/CMR/CTC
Township Clerk