

**Board of Health 2<sup>nd</sup> QTR**

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
APRIL 17, 2025 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 followed by a moment of silence

**ROLL CALL:**

Mayor DeBaecke  
Committeeman Forsyth  
Committeeman Giberson  
Committeeman Palombi

Absent: Deputy Mayor Doyle

Also Present: Township Administrator Joseph Bellina, Municipal Clerk Scout Beyer, Township Attorney Riegel and Township Engineer Villacis

**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**

**OPEN PUBLIC COMMENT**

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Mayor DeBaecke

Seconded By: Committeeman Palombi

**REVIEW OF CORRESPONDENCE**

- Annual Memorial Day Ceremony Invitation from the Department of Military and Veteran Affairs

Clerk Beyer reported the Township Committee received an invitation to the Annual Memorial Day Ceremony from the Department and Military and Veteran Affairs. The Township Committee agreed to wait to respond until more members are present at the next meeting to determine attendance.

**ENGINEER’S REPORT**

Engineer Villacis reported that the NJDEP Stormwater Compliance Annual Report is due by May 1<sup>st</sup>. She confirmed with Clerk Beyer that the training log and public education points will be finalized by the deadline. She additionally confirmed that the stormwater management training is per term, not per year. She reported that they are working to close the FY20 Municipal Parks Development Project as the benches have been installed. She reported that North Hanover Township was not awarded a FY25 Local Recreation Improvement Grant. She noted that funding decreased substantially from last year and not many grants were awarded to Burlington County municipalities. She additionally reported that they are awaiting closeout documents from the contractor for the replacement doors at town hall.

**DEPARTMENT REPORTS FOR MARCH 2025**

- a. Tax Collector (February & March)
- b. Construction, Zoning & Mobile Homes
- c. North Hanover Court
- d. Jacobstown Volunteer Fire Company
- e. Fire Official

f. Police Department

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle						<b>X</b>
Committeeman Forsyth			<b>X</b>			
Committeeman Giberson		<b>X</b>	<b>X</b>			
Committeeman Palombi	<b>X</b>		<b>X</b>			
Mayor DeBaecke			<b>X</b>			

**MINUTES FOR APPROVAL**

- April 3, 2025 – Regular Meeting

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle						<b>X</b>
Committeeman Forsyth					<b>X</b>	
Committeeman Giberson		<b>X</b>	<b>X</b>			
Committeeman Palombi			<b>X</b>			
Mayor DeBaecke	<b>X</b>		<b>X</b>			

**BILLS AND CLAIMS FOR APPROVAL**

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle						<b>X</b>
Committeeman Forsyth			<b>X</b>			
Committeeman Giberson			<b>X</b>			
Committeeman Palombi	<b>X</b>		<b>X</b>			
Mayor DeBaecke		<b>X</b>	<b>X</b>			

**BUDGET**

2025-78          Resolution Authorizing Budget by Title Only

**RESOLUTION 2025-78  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**AUTHORIZE READING BUDGET BY TITLE ONLY**

**WHEREAS**, N.J.S.A. 40A:4-8, as amended by Chapter 95, P.L. 2015 provides that the Budget may be read by title only at the time of the Public Hearing if a Resolution is passed by not less than a majority of the full Governing Body, providing that at least one week prior to the date of hearing a complete copy of the Budget had been made available for public inspection and shall be made available to each person upon request.

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

1.          The Township Committee, for the aforementioned reasons, hereby determines that the Budget shall be read by title only.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle						<b>X</b>
Committeeman Forsyth		<b>X</b>	<b>X</b>			
Committeeman Giberson			<b>X</b>			
Committeeman Palombi	<b>X</b>		<b>X</b>			
Mayor DeBaecke			<b>X</b>			

2025 Municipal Budget – Public Hearing of Budget as Advertised

- Comments from Mayor/Township Committee or CFO
  - Mayor DeBaecke thanked the Township Committee for their work during the budget process. It was a seamless and smooth budget process this year. There were cost mandates from the State the Township was able to work out. He commended CFO Bruno and Treasurer Greene for their work and managing funding and paying for increased costs the Township faces.

- Mayor Opens the Floor for Public Comment
  - There was no public comment.
- Mayor Closes the Floor from Public Comment
  - MOTION TO CLOSE PUBLIC COMMENT
    - Proposed By: Mayor DeBaecke
    - Seconded By: Committeeman Forsyth

2025-79          Resolution Amending 2025 Municipal Budget  
**RESOLUTION 2025-79**  
**TOWNSHIP OF NORTH HANOVER**  
**COUNTY OF BURLINGTON**

**RESOLUTION AMENDING 2025 MUNICIPAL BUDGET**

**WHEREAS**, the local municipal budget for the year **2025** was approved on the **20<sup>th</sup>** day of **March, 2025**; and

**WHEREAS**, the public hearing on said budget has been held as advertised; and

**WHEREAS**, it is desired to amend said approved budget.

**NOW THEREFORE BE IT RESOLVED**, by the **Township Committee** of the **Township of North Hanover, County of Burlington**, that the following amendments to the approved budget of **2025** be made:

	<u>FROM</u>	<u>TO</u>
<b>(A) Operations Excluded from “CAPS”</b>		
<b>Group Insurance Plan for Employees</b>	-	<b>6,578.00</b>
<b>Public Employees’ Retirement System</b>	<b>6,578.00</b>	-

**BE IT FURTHER RESOLVED**, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for his certification of the local municipal budget so amended.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle						<b>X</b>
Committeeman Forsyth	<b>X</b>		<b>X</b>			
Committeeman Giberson			<b>X</b>			
Committeeman Palombi			<b>X</b>			
Mayor DeBaecke		<b>X</b>	<b>X</b>			

2025-80          Resolution Authorizing Adoption of the 2025 Municipal Budget as Amended

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle						<b>X</b>
Committeeman Forsyth	<b>X</b>		<b>X</b>			
Committeeman Giberson		<b>X</b>	<b>X</b>			
Committeeman Palombi			<b>X</b>			
Mayor DeBaecke			<b>X</b>			

**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.

2025-81          Resolution Accepting the Resignation of Hailey Dye  
**RESOLUTION 2025-81**  
**TOWNSHIP OF NORTH HANOVER**  
**COUNTY OF BURLINGTON**  
  
**RESOLUTION ACCEPTING THE RESIGNATION**  
**OF HAILEY DYE**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Hailey Dye as a Part-Time Emergency Medical Technician for the Township of North Hanover effective April 19, 2025.

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

- 1. Personnel File Hailey Dye
- 2. Chief Financial Officer
- 3. EMT Supervisor

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle						<b>X</b>
Committeeman Forsyth			<b>X</b>			
Committeeman Giberson		<b>X</b>	<b>X</b>			
Committeeman Palombi			<b>X</b>			
Mayor DeBaecke	<b>X</b>		<b>X</b>			

*Committeeman Forsyth left the meeting at 7:14 p.m.*

**NON-CONSENT AGENDA**

2025-82            Resolution Accepting Quote from Dittmer’s Nursery LLC for Baseball Field Preparation

**RESOLUTION 2025-82  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING QUOTE FROM DITTMER’S NURSERY LLC FOR PREPARATION OF BASEBALL FIELDS FOR 2025 BASEBALL SEASON**

**WHEREAS**, the Township of North Hanover requires the services of qualified contractor to prepare the baseball fields located in North Hanover Township for the upcoming baseball season, to include defining infield lines, raking and dragging fields, spreading new infield mix and regarding fields accordingly; and

**WHEREAS**, the Township received a written proposal dated March 15, 2025 for the required services from Dittmer’s Nursery LLC, 322 Chesterfield Jacobstown Road, Wrightstown, New Jersey in the amount of \$2,620.00; and

**WHEREAS**, the proposal amount is less than the bid threshold and less than 15% of that amount; and

**WHEREAS**, the Township Committee recommends awarding a contract to Dittmer’s Nursery LLC in accordance with its written proposal dated March 15, 2025; 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 written proposal of and awards a contract to Dittmer Nursery, LLC for baseball field preparation, in accordance with its proposal dated March 15, 2025 located in North Hanover Township; in the amount of \$2,620.00.

**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 Doyle						<b>X</b>
Committeeman Forsyth						<b>X</b>
Committeeman Giberson			<b>X</b>			
Committeeman Palombi		<b>X</b>	<b>X</b>			
Mayor DeBaecke	<b>X</b>		<b>X</b>			

**DISCUSSION**  
There were no discussion items.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Giberson offered his condolences to the family of the victim of a motorcycle accident earlier in the day.

Mayor DeBaecke additionally offered his condolences. As a small town, the accident directly effects members of the town and committee members.

**PUBLIC PARTICIPATION**

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

**OPEN PUBLIC COMMENT**

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Mayor DeBaecke  
Seconded By: Committeeman Palombi

**EXECUTIVE SESSION RESOLUTION**

2025-83            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 Matter, Personnel and Litigation matters

**RESOLUTION 2025-83  
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.

**TABLED INDEFINITELY**

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor Doyle						
Committeeman Forsyth						X
Committeeman Giberson		X	X			X
Committeeman Palombi	X		X			
Mayor DeBaecke			X			

**MOTION TO ADJOURN                      7:16 PM**

Proposed By: Committeeman Giberson  
Seconded By: Mayor DeBaecke

*Respectively submitted,*

*Scout Beyer*  
*Scout Beyer, RMC/CMR*  
*Municipal Clerk*