

**MINUTES
GREEN TOWNSHIP COMMITTEE
REGULAR MEETING OCTOBER 16, 2023**

CALL TO ORDER

Mayor Phillips called the October 16, 2023, meeting of the Green Township Committee to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC NOTICE: The Township Clerk read the statement of adequate notice.

ROLL CALL: Present: James DeYoung, Bader Qarmout, Virginia "Ginnie" Raffay, Michael Rose and Mayor Margaret "Peg" Phillips

Also present: Mark Zschack, Township Clerk/Administrator; Ursula Leo, Esq., Township Attorney; and Patty DeClesis, Deputy Clerk

APPROVAL OF AGENDA: Mayor Phillips requested a motion to approve the agenda

Motion: DeYoung

Seconded: Rose

Discussion: None

All were in favor.

OPEN PUBLIC SESSION #1: Mayor Phillips opened the meeting for public comments. There being no public comments offered, Mayor Phillips closed Open Public Session #1.

CONSENT AGENDA:

1. RESOLUTIONS: *(Approval of the Following)*

a. Resolution 2023-153 - Establish Halloween Curfew

2. CORRESPONDENCE: *(Acceptance for Filing of the Following)*

a. Letter from New Jersey League of Municipalities Concerning 2024 Dues

b. Resolution for Sussex County Support Assembly Bill 5548 Mileage-Based User Fee

c. Sussex County Municipal Utilities Authority 2024 Proposed Rate Schedule

3. REPORTS: *(Acceptance for Filing of the Following)*

a. Sussex County Open Space Committee Minutes - June 22, 2023

b. Tax Collector's Report - September 2023

Motion: DeYoung

Seconded: Raffay

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips

Nays: None

Abstentions: None

Absent: None

DISCUSSIONS: **Update Bicentennial Committee** - Mayor Phillips explained there is no discussion for the Bicentennial Committee and instead presented the 2023 Outstanding Older American Award to Mr. Robert Scott Bozzone. Congratulations to Robert!

Environmental Committee Request to Establish a Green Team - The Township Clerk stated the Environmental Advisory Committee has requested to establish a Green Team. A Green Team can be established by resolution or

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ordinance. The Township Committee would like more background information and guidance from the Environmental Committee.

OLD BUSINESS: None

NEW BUSINESS:

a. Resolution 2023-152 - To Cancel Balance in the General Capital Fund to Fund Balance

Motion: Rose

Seconded: DeYoung

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips

Nays: None

Abstentions: None

Absent: None

b. Resolution 2023-154 - Authorize Elizabethtown Gas to Perform Work During the Winter

Motion: Qarmout

Seconded: Raffay

Discussion: Rose asked if there is typically a moratorium that work is not allowed during the winter. The Township Clerk responded that is correct unless during an emergency. A discussion ensued regarding the roads being opened during the winter months.

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips

Nays: None

Abstentions: None

Absent: None

c. Resolution 2023-155 - Vendor Refund for the Cancellation of Green Township Day

Motion: Raffay

Seconded: DeYoung

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips

Nays: None

Abstentions: None

Absent: None

d. Resolution 2023-156 - Best Practice Worksheet

Motion: Rose

Seconded: Raffay

Discussion: Mayor Phillips noted some questions and comments which were reviewed with the Township Clerk.

Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips

Nays: None

Abstentions: None

Absent: None

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- e. **Resolution 2023-157** - Dedication by Rider for Lead Inspection Fees
Motion: DeYoung
Seconded: Qarmout
Discussion: None
Upon roll call vote:
Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips
Nays: None
Abstentions: None
Absent: None
- f. **Resolution 2023-158** - Authorize Raffle Licenses - Green Township PTA
Motion: Raffay
Seconded: Rose
Discussion: None
Upon roll call vote:
Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips
Nays: None
Abstentions: None
Absent: None
- g. **Resolution 2023-159** - Authorize Action Municipal Alliance Grant for 2025
Motion: Qarmout
Seconded: Raffay
Discussion: None
Upon roll call vote:
Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips
Nays: None
Abstentions: None
Absent: None
- h. **Introduction Ordinance 2023-13** - Revising Sections 30-34.2, 30-44.2, 30-45.2 and 30-50.2 to Permit Rooftop Solar Arrays on Existing Structures
Qarmout motioned to introduce the Ordinance and move to Public Hearing on November 6, 2023
Seconded: Rose
Discussion: Mayor Phillips voiced concerns regarding the limitation of pre-existing structures with a foot print of at less than 1,000 square feet from installing solar arrays without obtaining a variance. A discussion ensued regarding appropriate language to allow smaller structures to install solar arrays. The Township Attorney will revise the language and the Ordinance will be re-introduced at the next meeting.
Upon roll call vote:
Ayes: None
Nays: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips
Abstentions: None
Absent: None
- i. **Minutes ready for approval** - October 2, 2023, regular meeting and executive session
Motion: Rose
Seconded: Raffay
Discussion: None
Upon roll call vote:
Ayes: DeYoung, Qarmout, Raffay, Rose, Mayor Phillips
Nays: None

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Abstentions: None
Absent: None

MATTERS FROM THE TOWNSHIP CLERK: Mr. Zschack noted the following matters:

- **Rabies Clinic** - Rabies Clinic is scheduled for 9:00 a.m. to 11:00 a.m., Saturday, November 4th at the Watson Perigo DPW Complex.
- **OEM Committee** - On the request of the OEM Coordinator the OEM Committee held a meeting on October 10th with 8 members in attendance the agenda included:
 - Update on the Emergency Operations Plan
 - Rave System Uses, Access, and Training
 - Social Media Communications
 - Update on CERT
 - Discussion to Identify Hazards and Mitigation Options

MATTERS FROM THE GOVERNING BODY:

Qarmout stated he has received complaints of speeding and trucks on township roads.

Raffay commented that although she likes the speed sign, she does not believe that will help with the speeders. Raffay commented that there are a lot of blind corners due to the foliage. Raffay has heard a lot of shooting at night. The Township Clerk responded that Fish and Game can be contacted for hunting concerns. Raffay asked if the Township can obtain the response time of the State Police for the recent incident. The Township Clerk will look into.

Rose asked for the status of the purchase of the property for the trail. The Township Clerk responded there are some issues with the property owner's mortgage company. The property owner is still interested and follow-ups continue to occur. Rose asked about the fence at EverGreen Park. The Township Clerk replied with a cost estimate for a solid wood fence. A discussion ensued on preference for type of fence (solid, chain link). An estimate for chain link will be looked into. Rose asked for an update on the abandoned vehicles parked on the cul-de-sac on Cedar Lane. After a brief discussion, the Township Clerk stated that he will follow-up with the matter. Rose asked for an update on Hunts Pond Road project. The Township Clerk responded that the Township Engineer has been working on the plans. An RFP will go out early next year with construction late spring/early summer.

DeYoung had no report.

MATTERS FROM THE TOWNSHIP ATTORNEY: The Township Attorney had no matters for discussion.

MATTERS FROM THE SUPERINTENDENT OF PUBLIC WORKS: Not in attendance, however the Township Clerk read the following report provided from the Superintendent of Public Works:

Fleet Report:

- *The Green (John Deere) Rail Mower had a main Hydraulic line fail. The mower was down for 2 days and was repaired in house. Pequest Road was finished, moving to the lake roads. As of today 10/16/2023, the lower half of the lake was cut.*
- *The loader has a hydraulic issue and is out of service. Repairs are being done by an outside vendor. We are waiting for quotes and parts available.*
- *The Town Ford 2013 Explorer is permanently out of service. It had a catastrophic failure in the front frame of the car and is unrepairable. A second opinion will be obtained.*

Work Report:

- *Continuing moving seasonal equipment to winter storage*

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- *Mowing /property maintenance of town owned areas continue*
- *Park Bathroom upgrades nearly completed, waiting for parts to come in*
- *Basin and drainpipe repairs and installation on Autumn Ridge Road will be taking place this week weather permitting*

Leaf blowing on the County Connector Trail is being performed when needed to keep trail clear.

OPEN PUBLIC SESSION #2: Mayor Phillips opened the meeting for public comments.

Josephine Fracasso asked if the new solar ordinance would address the variance issues. Mayor Phillips responded that it will.

There being no further public comments offered, Mayor Phillips closed Open Public Session #2.

EXECUTIVE SESSION: None

Mayor Phillips noted the next Township Committee Meeting is scheduled for Monday, November 6, 2023, at 7:00 p.m.

ADJOURNMENT: None


DeYoung motioned to adjourn at 7:54 p.m.

Seconded: Raffay

Discussion: None

All were in favor.

*ALL RESOLUTIONS AND ORDINANCES ARE ATTACHED TO AND MADE PART OF THESE MINUTES



Mark Zschack, RMC
Township Clerk

Date Approved: November 6, 2023

**RESOLUTION 2023-153
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

ESTABLISH HALLOWEEN CURFEW

BE IT RESOLVED, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey does hereby declare a curfew time of 9:00 p.m. for all minors for the evenings of October 30 and 31, 2023.

Dated: October 16, 2023

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a resolution adopted by the Township Committee at a meeting held on October 16, 2023.



Mark Zschack, RMC, Township Clerk

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung	√		√			
Qarmout			√			
Raffay		√	√			
Rose			√			
Mayor Phillips			√			

**RESOLUTION 2023-152
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

TO CANCEL BALANCES IN THE GENERAL CAPITAL FUND TO FUND BALANCE

BE IT RESOLVED that the Township Committee of the Township of Green authorizes the CFO to cancel the following balance in the amount of \$2,695.47 in the General Capital Fund to Fund Balance.

FROM:	Ordinance #2022-03 – Imp to Pequest Rd Ph I 04-215-55-908-020	\$ 514.47
FROM:	Ordinance #2022-11 – Electronic Gate Open System 04-215-55-909-020	\$2,181.00
TO:	Fund Balance – General Capital 04-400-65	\$ 2,695.47

DATED: October 16, 2023

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a resolution adopted by the Township Committee at a meeting held on October 16, 2023.



Mark Zschack, Township Clerk

cc: Linda Di Lorenzo, CMFO

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung		√	√			
Qarmout			√			
Raffay			√			
Rose	√		√			
Mayor Phillips			√			

**RESOLUTION 2023-154
TOWNSHIP COMMITTEE – TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

**RESOLUTION AUTHORIZING ELIZABETHTOWN GAS
TO PERFORM WORK DURING THE WINTER**

WHEREAS, the Township of Green desires to allow Elizabethtown Gas to perform work during the winter on Brighton Road, so as to allow the Green Hills School to obtain gas service in an expedited manner; and


WHEREAS, Green Township Code Section 17.14(o), Excavations; Road/Right-of-Way Opening Permits, provides that no road/right-of-way openings shall be permitted between the time period of November 1 and March 1; and

WHEREAS, Green Township desires to waive Township Code Section 17.14(o) and permit Elizabethtown Gas to conduct work between November 1, 2023 and March 1, 2024, upon Township engineer approval, to allow Green Hills School to obtain gas service in an expedited manner.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Green that Elizabethtown Gas may perform work on Brighton Road between November 1, 2023, and March 1, 2024, upon Township engineer approval.

DATED: October 16, 2023

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a Resolution adopted by the Township Committee at a meeting held on October 16, 2023.



Mark Zschack, Township Clerk

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung			√			
Qarmout	√		√			
Raffay		√	√			
Rose			√			
Mayor Phillips			√			

**RESOLUTION 2023-155
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

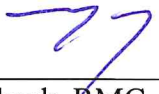
AUTHORIZE VENDOR REFUND FOR GREEN TOWNSHIP DAY

BE IT RESOLVED, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey, does hereby authorize a refund to the following residents for the cancellation of Green Township Day scheduled for September 22, 2023, due to inclement weather.

1. Amy-Sue Grubow - 34 Tinc Rd, Flanders, NJ 07836	\$10.00
2. Martha Evans - 5 Old Stagecoach Rd., Andover, NJ 07821	\$10.00
3. Andrew Pfeifer (Joanne Chirico) - 14 Fox Hollow Way, Andover, NJ 07821	\$10.00
4. Emma Capar - 27 Summit Rd., Andover, NJ 07821	\$10.00
5. Rachel Popadich - 11 Brighton Ave., Apt. A1, Andover, NJ 07821	\$10.00
6. Human First Counseling Services, LLC - PO Box 129, Tranquility, NJ 07879	\$10.00
7. Joseph Befumo - 5 Oak Tree Rd., Fredon, NJ 07860-5327	\$20.00
8. Antonia Ippolito - 117 Pequest rd., Andover, NJ 07821	\$10.00
9. Andover Cub Scout Pack 181 - 10 Forest Rd., Andover, NJ 07821	\$10.00
10. First Student - 727 US 206, Andover, NJ 07821	\$10.00
11. Mary Lightfoot - 258 Riva Dr., Hackettstown, NJ 07840	\$20.00
12. Maureen McGuire - 126 Wolf's Corner Rd., Newton, NJ 07860	\$10.00
13. Olsen Home Remodeling - 88A Kennedy Rd., Andover, NJ 07821	\$10.00
14. Rocio Snyder - 70 Wintermute Rd., Newton, NJ 07860	\$10.00
15. Holly Roller - 2 Autumn Ridge Rd., Andover, NJ 07821	\$10.00
16. Mary Rietzke - 230 Park Rd., Hackettstown, NJ 07840	\$10.00
17. Sharon Girdley - 53 Dogwood Dr., Andover, NJ 07821	\$10.00
TOTAL	\$190.00

DATED: October 16, 2023

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a Resolution adopted by the Township Committee at a meeting held on October 16, 2023.



Mark Zschack, RMC, Township Clerk

cc: Linda Di Lorenzo, CMFO

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung		√	√			
Qarmout			√			
Raffay	√		√			
Rose			√			
Mayor Phillips			√			

**RESOLUTION 2023-156
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

BEST PRACTICE WORKSHEET

WHEREAS, The State’s Fiscal Year 2024 Appropriations Act (P.L. 2017, c.99) requires the Division of Local Government Services to determine whether some portion of a municipality’s CMPTRA and ETR aid will be withheld based on the results of a Best Practices Inventory to be completed by each municipality; and

WHEREAS, the inventory encourages municipalities to embrace practices that promote financial accountability, sound management and transparency; and

WHEREAS, the Green Township Chief Financial Officer and Municipal Clerk have completed the CY 2023 Best Practice Spreadsheet.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey, does hereby accept the Best Practice Worksheet prepared by the Chief Financial Officer and authorize the Municipal Clerk to certify the worksheet for transmittal to Trenton.

Dated: October 16, 2023

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a resolution adopted by the Township Committee at a meeting held on October 16, 2023.



Mark Zschack, RMC, Township Clerk

cc: Linda Di Lorenzo, CMFO

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung			√			
Qarmout			√			
Raffay		√	√			
Rose	√		√			
Mayor Phillips			√			

**RESOLUTION 2023-157
TOWNSHIP COMMITTEE – TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

**RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER
FOR LEAD INSPECTION FEES**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S.A. 52:27D-437.16 et seq. provides for receipt of lead inspection fees by the municipality to provide for the operating costs to administer this act; and


WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenue anticipated from the lead inspection fees are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or another legal requirement.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Green, Sussex County, New Jersey as follows:

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the lead inspection fees.
2. The Clerk of the Township of Green, County of Sussex, is hereby directed to forward two (2) certified copies of the Resolution to the Director of the Division of Local Government Services.

DATED: October 16, 2023

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a Resolution adopted by the Township Committee at a meeting held on October 16, 2023.



Mark Zschack, RMC, Township Clerk

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung	√		√			
Qarmout		√	√			
Raffay			√			
Rose			√			
Mayor Phillips			√			

**RESOLUTION 2023-158
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
SUSSEX COUNTY, NEW JERSEY**

RAFFLE LICENSES APPROVAL

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF GREEN IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY that four (4) Raffle Licenses be issued to the Green Township PTA for:

Bingo License
On Premise 50/50 Draw
On Premise Merchandise Draw
To be held at Green Hills School on November 17, 2023

Off Premise Calendar Raffle

DATED: October 16, 2023

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a resolution adopted by the Township Committee at a meeting held on October 16, 2023.



Mark Zschack, RMC, Township Clerk

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung			√			
Qarmout			√			
Raffay	√		√			
Rose		√	√			
Mayor Phillips			√			

RESOLUTION 2023-159
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
SUSSEX COUNTY, NEW JERSEY
GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE
FISCAL GRANT CYCLE FY2025

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Green, County of Sussex, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,


WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Sussex;

NOW, THEREFORE, BE IT RESOLVED by the Township of Green, County of Sussex, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a revised strategic plan for the Action Municipal Alliance grant funding for fiscal year 2025 in the amount of:

GCADA Grant Fund	\$6,037.00
Cash Match	\$1,509.25
In-Kind	\$4,527.75
2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

DATED: October 16, 2023

APPROVED: 
 Margaret Phillips, Mayor

I, Mark Zschack, Municipal Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a resolution adopted by the Township Committee at a meeting held on October 16, 2023.



Mark Zschack, RMC, Township Clerk

cc: Linda Di Lorenzo, CMFO

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung			√			
Qarmout	√		√			
Raffay		√	√			
Rose			√			
Mayor Phillips			√			