

**MINUTES
GREEN TOWNSHIP COMMITTEE
REGULAR MEETING FEBRUARY 21, 2024**

CALL TO ORDER

Deputy Mayor Raffay called the February 21, 2024, meeting of the Green Township Committee to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ADEQUATE NOTICE: Mr. Zschack read the statement of adequate notice.

ROLL CALL: Present: James DeYoung, Bader Qarmout, Virginia “Ginnie” Raffay, and Michael Rose

Absent: Mayor Margaret “Peg” Phillips

Qarmout motioned to excuse the absent member

Seconded: DeYoung

Discussion: None

All were in favor.

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

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

Motion: Rose

Seconded: DeYoung

Discussion: None

All were in favor.

OPEN PUBLIC SESSION #1: Deputy Mayor Raffay noted that no public was present at this time.

Qarmout motioned to close Open Public Session #1.

Seconded: Rose

Discussion: None

All were in favor.

CONSENT AGENDA:

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

None

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

a. JCP&L Notice of Public Hearing Regarding JCP&L's PY 2 Rider LRAM Filing

b. Letter Received February 5, 2024, from Newlines Engineering Regarding Legal Notice of Application for a Freshwater Wetlands Line Verification Letter of Interpretation Bloc, 201, Lot 31.01, Frelinghuysen Township

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

a. Green Township Municipal Court Monthly Cashbook Report - January 2024

Qarmout motioned to move Consent Agenda

Seconded: DeYoung

Discussion: None

All were in favor

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DISCUSSIONS: None

OLD BUSINESS: None

NEW BUSINESS:

a. Resolution 2024-11 - Appointment of Professional Services Agreement - Edmunds GovTech

Motion: Rose

Seconded: DeYoung

Discussion: Qarmout asked for clarification on computer technical assistance. The Township Clerk explained that all options are being reviewed. Planet Networks is providing support of the network, Edmunds will be providing computer and server support. More information will be provided as necessary.

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose

Nays: None

Abstentions: None

Absent: Mayor Phillips

b. Resolution 2024-58 - Final Acceptance of Improvements to Creek Road Phase I

Motion: DeYoung

Seconded: Rose

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose

Nays: None

Abstentions: None

Absent: Mayor Phillips

c. Resolution 2024-59 - Final Acceptance of Improvements to Creek Road Phase II

Motion: Qarmout

Seconded: Rose

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose

Nays: None

Abstentions: None

Absent: Mayor Phillips

d. Resolution 2024-60 - Final Acceptance of Improvements to a Portion of Fieldview Road

Motion: DeYoung

Seconded: Qarmout

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose

Nays: None

Abstentions: None

Absent: Mayor Phillips

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e. Resolution 2024-61 - Refund Property Tax Due to Overpayment - Block 34, Lot 6

Motion: Qarmout

Seconded: Rose

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose

Nays: None

Abstentions: None

Absent: Mayor Phillips

f. Resolution 2024-62 - Bills List (02/01/2024 to 02/15/2024)

Motion: Qarmout

Seconded: DeYoung

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Qarmout, Raffay, Rose

Nays: None

Abstentions: None

Absent: Mayor Phillips

g. Minutes ready for approval - February 5, 2024, regular meeting and executive session

Motion: Qarmout

Seconded: Raffay

Discussion: None

Upon roll call vote:

Ayes: Qarmout, Raffay

Nays: None

Abstentions: DeYoung, Rose

Absent: Mayor Phillips

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

Safety Grant - We received a check for \$1,239.95 from Statewide Insurance Fund as reimbursement to the Fire Department for installation of surveillance cameras on the outside of the Fire Department.

Farmland Grant - We received \$6,250.00 for the Farmland Preservation Plan.

Recreation Advisory Committee - The Recreation Advisory Committee would like to have a blacksmith demonstration on Green Township Day. An open flame is not permitted at EverGreen Park, therefore requesting the Committee's approval to allow for an open flame for the demonstration. The Deputy Clerk explained that the Recreation Committee is incorporating ideas for Green Township Day to help with the bicentennial celebrations. A resolution will be considered at the next meeting to allow open flame for this event.

Elizabethtown Gas - The Township Clerk stated that Elizabethtown Gas has been moving along with the installation. They hit rock which backed them up. There will be a closure on Phillips Road to finish up that area.

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MATTERS FROM THE GOVERNING BODY:

Qarmout had no report.

Rose requested a calendar of activities for the Bicentennial events. The Deputy Clerk explained that a calendar of events will be available once the logistics have been finalized.

Rose discussed spending Open Space funds to make some upgrades to EverGreen Park, including fence replacement, drainage, and parking lot improvements and installing a pickleball court. Rose commented that we should be taking care of our most valuable asset. Rose suggested considering a resolution to allocate funds for upgrades and repairs at the park.

DeYoung noticed the fencing around the tennis courts poles is falling apart.

A discussion ensued with the Township Attorney explaining that a plan identifying the projects, obtaining the proposals of costs, then a resolution can be considered. The Committee would like to proceed forward with some of these projects.

Deputy Mayor Raffay noted that on Sunday afternoons there seems to be a lot of open fires in town, who should be notified. Rose explained the two types of permits agricultural or homeowner for firepits. The County Dispatch Center should be notified. Rose recommended calling the Fire Chief for follow-up.

MATTERS FROM THE SUPERINTENDENT OF PUBLIC WORKS: Not in attendance

MATTERS FROM THE TOWNSHIP ATTORNEY: The Township Attorney commented on the affordable housing is on the fast track to adoption to abolish COAH. Once finalized more information will be available. A brief discussion ensued regarding the changes and impacts on municipalities.

Rose asked if there has been any update from the Division of Fire and Safety regarding the fire protection agreement. The Township Attorney responded there has been no word, and will follow up.

OPEN PUBLIC SESSION #2: Deputy Mayor Raffay noted that no public were present for Open Public Session #2.

EXECUTIVE SESSION: None

Deputy Mayor Raffay noted the next Township Committee Meeting is scheduled for Monday, March 4, 2024, at 7:00 p.m.

ADJOURNMENT:

DeYoung motioned to adjourn at 7:33 p.m.

Seconded: Qarmout

Discussion: None

All were in favor.

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GREEN TOWNSHIP COMMITTEE
REGULAR MEETING FEBUARY 21, 2024

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



Mark Zschack, RMC
Township Clerk

Date Approved: March 4, 2024

**RESOLUTION 2024-11
TOWNSHIP COMMITTEE – TOWNSHIP OF GREEN
SUSSEX COUNTY, NEW JERSEY**

APPOINTMENT OF PROFESSIONAL SERVICES PROVIDER

WHEREAS, the Township of Green has a need to award a contract for the services of computer technical assistance; and

WHEREAS, the Township is permitted to acquire such services through a “non-fair and open” process (as defined by N.J.S.A. 19:44A-20.7), meaning that the award is made by the Township Committee in its judgment of which provider will best serve the interests of the citizens of Green, and not by a “fair and open” process (as defined by N.J.S.A. 19:44A-20.7) such as awarding to the lowest bidder; and

WHEREAS, the cost of this contract is not anticipated to exceed \$17,500.00, as certified in writing by the appropriate Township official; and

WHEREAS, Edmunds GovTech has submitted a proposal dated November 1, 2023; and

WHEREAS, Edmunds GovTech has completed and submitted the required Business Entity Disclosure Certification; and

WHEREAS, the Chief Financial Officer has certified that funds will be available in the 2024 budget for this contract; and

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Green authorizes a contract with Edmunds GovTech pursuant to the attached proposal for the year 2024; and

BE IT FURTHER RESOLVED that the Business Entity Disclosure Certification and the determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that notice of this contract will be published as required by law within ten days of the passage of this Resolution.

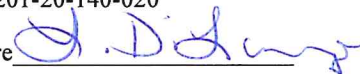
DATED: February 21, 2024

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 the reorganization meeting held on February 21, 2024.



Mark Zschack, RMC, Township Clerk

cc: Linda Di Lorenzo, CFO

Certification of Funds
The Chief Financial Officer certifies that the appropriations specified will be provided for within the 2024 Proposed Municipal Budget
Account: 01-201-20-140-020
CFO Signature 

Record of Vote:

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

**RESOLUTION 2024-58
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

FINAL ACCEPTANCE OF IMPROVEMENTS TO CREEK ROAD – PHASE I

WHEREAS, on March 20, 2023, by adoption of Ordinance 2023-04 the Green Township Committee, County of Sussex, State of New Jersey authorized the improvements to Creek Road, Phase I and II with \$373,980.00 in funding being provided by the New Jersey Department of Transportation’s (NJDOT), Fiscal Years 2021 and 2022 Municipal Aid Programs, and \$246,020.00 from the General Capital-Capital Improvement Fund, General Capital-Reserve for Improvements to Roads and General Capital Fund Balance of the Township; and

WHEREAS, on July 17, 2023, by adoption of Resolution 2023-129 the Green Township Committee, County of Sussex, State of New Jersey, awarded contracts for milling, paving and line striping Creek Road – Phase I through the use of the MCCPC to Schifano Construction Corp. in an amount not to exceed \$240,314.13; Denville Line Painting, Inc. in an amount not to exceed \$6,173.60; and Road Safety Systems, LLC, in an amount not to exceed \$21,740.00; and

WHEREAS, on November 20, 2023, the Township of Green adopted Resolution 2023-174, approving Change Order No. 1 for a decrease of \$34,527.29 resulting in an adjusted amount of \$205,786.84 (less retainage of \$4,115.74) for Schifano Construction Corp; and

WHEREAS, on December 18, 2023, the Township of Green adopted Resolution 2023-185, authorizing payment of \$21,740.00 to Road Safety Systems, LLC; and

WHEREAS, on January 17, 2024, the Township of Green adopted Resolution 2024-43, approving Change Order No. 1 for an increase of \$299.20 and a reduction of \$53.72 for a total of \$245.48 and authorized payment of \$6,419.08 to Denville Line Painting, Inc; and

WHEREAS, in the Township Engineer’s letter dated February 1, 2024, Cory Stoner recommends the Acceptance of said project and release of retainage of \$4,115.74.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey, that it hereby concurs with the Township Engineer's recommendation and accepts the improvements to Creek Road - Phase I.

Dated: February 21, 2024

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 February 21, 2024.



Mark Zschack, RMC, Township Clerk

Record of Vote:

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

**RESOLUTION 2024-59
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

FINAL ACCEPTANCE OF IMPROVEMENTS TO CREEK ROAD – PHASE II

WHEREAS, on March 20, 2023, by adoption of Ordinance 2023-04 the Green Township Committee, County of Sussex, State of New Jersey authorized the improvements to Creek Road, Phase I and II with \$373,980.00 in funding being provided by the New Jersey Department of Transportation’s (NJDOT), Fiscal Years 2021 and 2022 Municipal Aid Programs, and \$246,020.00 from the General Capital-Capital Improvement Fund, General Capital-Reserve for Improvements to Roads and General Capital Fund Balance of the Township; and

WHEREAS, on July 17, 2023, by adoption of Resolution 2023-130 the Green Township Committee, County of Sussex, State of New Jersey, awarded contracts for milling, paving and line striping of Creek Road – Phase II through the MCCPC to Schifano Construction Corp, in an amount not to exceed \$262,420.42 and Denville Line Painting, Inc. in an amount not to exceed \$7,945.00; and

WHEREAS, on November 20, 2023, the Township of Green adopted Resolution 2023-175 approving Change Order No. 1 for a decrease of \$67,978.05 resulting in an adjusted amount of \$194,442.37 (less retainage of \$3,888.85) for Schifano Construction Corp; and

WHEREAS, on January 17, 2024, the Township of Green adopted Resolution 2024-44, approving Change Order No. 1 for an increase of \$81.60 and a reduction of \$23.12 for a total of \$58.48 to Denville Line Painting, Inc.; and

WHEREAS, in the Township Engineer’s letter dated February 1, 2024, Cory Stoner recommends the Acceptance of said project and release of retainage of \$3,888.85.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey, that it hereby concurs with the Township Engineer's recommendation and accepts the improvements to Creek Road - Phase II.

Dated: February 21, 2024

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 February 21, 2024.



Mark Zschack, RMC, Township Clerk

Record of Vote:

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

**RESOLUTION 2024-60
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

**FINAL ACCEPTANCE OF IMPROVEMENTS TO A PORTION OF FIELDVIEW
ROAD**

WHEREAS, on July 17, 2023, the Township of Green adopted Resolution 2023-131 awarding a contract to Schifano Construction Corp through the Morris County Cooperative Pricing Council (MCCP) in an amount not to exceed \$39,490.00 for milling and paving a portion of Fieldview Road; and

WHEREAS, on December 18, 2023, the Township Committee of the Township of Green authorized the change order for an **increase** of \$35,040.89 and a **reduction** of \$4,651.22 for a total of \$30,389.67 and authorize the payment of \$68,482.08 (less retainage of \$1,397.59) to Schifano Construction Corp.

WHEREAS, in the Township Engineer's letter dated February 1, 2024, Cory Stoner recommends the Acceptance of said project and authorize release of retainage of \$1,397.59.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey, that it hereby concurs with the Township Engineer's recommendation and accepts the improvements to Fieldview Road.

Dated: February 21, 2024

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 February 21, 2024.



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 2024-61
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

REFUND PROPERTY TAX DUE TO OVERPAYMENT

WHEREAS, the Tax Collector advises of overpayment of property taxes for calendar year 2024 due a duplicate payment: and

WHEREAS, the Tax Collector is requesting a refund be made to the property owner.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Green, in the County of Sussex, and State of New Jersey, is hereby authorized to refund said property taxes:

<u>BLOCK</u>	<u>LOT</u>	<u>NAME AND ACCOUNT #</u>	<u>AMOUNT</u>
34	6	244 Decker Pond Rd	\$2,867.09

Gibbons, Robert B & Wendy R \$2,867.09
244 Decker Pond Rd
Andover, NJ 07821



Karen Ferrone, Tax Collector

DATED: February 21, 2024

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 February 21, 2024.



Mark Zschack, RMC, Township Clerk

cc: Karen Ferrone, CTC
Linda Di Lorenzo, CMFO

Record of Vote:

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

**RESOLUTION 2024-62
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

BILLS LIST (02/01/2024 to 02/15/2024)

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF GREEN IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY that the List of Bills dated from 02/01/2024 to 02/15/2024 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: February 21, 2024

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 regular meeting held on February 21, 2024.



Mark Zschack, RMC, Township Clerk

Record of Vote:

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

List of Bills - CLEARING ACCOUNT (FUND 01 02 04 12 19)

Meeting Date: 02/21/2024 For bills from 02/01/2024 to 02/15/2024

Check#	Vendor	Description	Payment	Check Total
12542	1952 - Central Security Corporation	PO 16443 Alarm System Service	195.00	195.00
12543	2248 - Gibbons, Robert B & Wendy R	PO 16438 2024 Property Tax Refund	2,867.09	2,867.09
12544	528 - Griffith-Allied Trucking LLC	PO 15832 Gasoline Delivery 2023 Acct 10-7199868	879.27	879.27
12545	188 - Home Depot Credit Services	PO 16295 Supplies, Hardware, Small Tools 2024	500.56	500.56
12546	1632 - Laddey, Clark & Ryan LLP	PO 16447 Legal Services - January 2024	3,133.00	3,133.00
12547	1153 - Lowe's	PO 16292 Hardware, Small Tools & Supplies	71.91	71.91
12548	98 - NJ Dept of Health and Senior Svcs	PO 16437 Dog License fees	615.00	615.00
12549	50 - NJAPZA	PO 16435 2024 Membership Dues - Kim Mantz	100.00	100.00
12550	165 - OTC Brands, Inc.	PO 16394 Egg Hunt supplies	219.89	219.89
12551	2174 - PureSan	PO 16143 Janitorial Supplies	37.44	37.44
12552	2047 - Quadiant Leasing USA, Inc.	PO 16442 Lease for Postage Machine 2024	231.00	231.00
12553	2016 - Schenck, Price, Smith & King, LLP	PO 15922 Tax Appeals	79.80	79.80
12554	1896 - SeptiCare	PO 16356 Portable Toilet Rental & Service 2024	175.00	175.00
12555	866 - Space Farms, Inc	PO 16343 Deer Carcass Removal Service 2024	29.00	29.00
12556	123 - Staples Advantage	PO 16418 OFFICE SUPPLIES	124.51	124.51
12557	624 - Suburban Propane	PO 16404 Propane-DPW Bulding Acct 2232-105941	295.94	295.94
12558	1849 - Tax Collectors & Treasurers Association	PO 16441 2/21/2024 meeting DiLorenzo/Ferrone	70.00	70.00
12559	2247 - The American B-B-Q Company	PO 16439 Bicentennial Bash Pig Roast 2024	2,306.01	2,306.01
12560	1105 - The Land Conservancy of New Jersey	PO 16093 2023 Open Space Consultant Services	340.00	340.00
12561	2078 - UniFirst Corporation	PO 16305 Uniform Rentals 2024	282.79	282.79
12562	1962 - Viking Terminite & Pest Control Inc	PO 16431 Pest Control Service	213.00	213.00
12563	1236 - W.W.Grainger Inc.	PO 16287 Supplies, Samll Tools, Hardware 2024	79.38	79.38
TOTAL				12,845.59

Total to be paid from Fund 01 CURRENT FUND	9,584.58
Total to be paid from Fund 12 ANIMAL FUND	615.00
Total to be paid from Fund 19 TRUST FUND	2,306.01
Total to be paid from Fund 22 OPEN SPACE TAX	340.00
	=====
	12,845.59

Checks Previously Disbursed

9999	Green Twp Board of Education	PO# 16402 School Tax	865,000.67	2/14/2024
9999	County of Sussex - Treasury	PO# 16384 911 Dispatch - Shared Service Agre	3,082.25	2/14/2024
9999	State of NJ-Division of Pensions	PO# 16373 Active - Health/Dental Insurance	14,409.45	2/14/2024
9999	State of NJ Div of Pensions/Benefit	PO# 16372 Retired - Health Insurance	9,344.82	2/14/2024
12538	JCP& L	PO# 16434 January Electic Bill 2024	1,437.50	2/06/2024
12539	Suburban Propane	PO# 16404 Propane-DPW Bulding Acct 2232-1059	819.78	2/06/2024
12540	Verizon Wireless	PO# 15782 Modem-OEM 2023	38.01	2/06/2024
12541	Verizon Wireless	PO# 16433 DPW CELL SERVICE 2024	393.03	2/06/2024

				894,525.51

Totals by fund	Previous Checks/Voids	Current Payments	Total

Fund 01 CURRENT FUND	894,525.51	9,584.58	904,110.09
Fund 12 ANIMAL FUND		615.00	615.00
Fund 19 TRUST FUND		2,306.01	2,306.01
Fund 22 OPEN SPACE TAX		340.00	340.00

BILLS LIST TOTALS	894,525.51	12,845.59	907,371.10
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