

**GREEN TOWNSHIP COMMITTEE  
FEBRUARY 11, 2013**

**CALL TO ORDER**

The February 11, 2013, meeting of the Green Township Committee was called to order at 7:06 p.m.

**PLEDGE OF ALLEGIANCE**

Mrs. Peralta read the statement of adequate notice.

**ROLL CALL:** Present: Mr. Bilik, Mr. Chirip, Mr. Conkling, Mr. Kurzeja, and Mrs. Phillips  
Also present: Clerk/Administrator, Mrs. Linda Peralta; Township Attorney, Richard Stein

**DISCUSSIONS:**

- a. **Security of Municipal Building – Proposal from T&R Alarm – Mr. Tom Sansone** - The Committee discussed with Mr. Tom Sansone of T&R Alarm ways to increase security at the municipal building. Mr. Sansone will prepare a proposal based upon installation of a locking doorway in the hallway, bullet proof some interior walls along with the receptionist’s window and security cameras.
- b. **Draft Change Order Resolution** – Mayor Conkling and Mr. Chirip previously met with the Fire Department regarding the additional cost for the fire truck. It was agreed that the Township will pay the cost of the original contract (\$144,952.00) and the Fire Department will pay the additional cost. A difference in the original contract and the approved resolution was found. Mr. Chirip asked for authorization of the total payment of \$144,952.00.

Mr. Chirip made a motion to authorize total payment of \$144,952.00

Seconded: Mrs. Phillips

Discussion: Mr. Bilik asked if the Fire Department owns a percentage of the new truck; Mr. Stein assured the Committee that the Township owns the truck.

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

This is Resolution 2013-44.

- c. **Escrow Agreement for Housing Trust Fund** – Mr. Stein explained that COAH had adopted a regulation under the administrative code that required towns to do a 3 party bank agreement on all their COAH trust funds. COAH had the authority to take money if towns were not spending properly or in accordance with the law. The Department of Community Affairs asked towns to sign escrow agreements. Mr. Stein and Mr. Gallo had a conference call with a staff member of the League of Municipalities to ask for their advice and input. The League would check with their attorneys. As of this afternoon, Mr. Gallo has not heard back. Mr. Stein hopes to have more information for the next Committee Meeting.
- d. **Summary of Joint Court Meeting** – Mr. Stein explained the two issues with regards to the municipal court. One is to fill the Deputy Court Administrator position, the larger issue is going forward with the joint court with the 4 townships. Judge Dana went through a variety of statistical examples of case load. Representatives from Hampton were unhappy with the calculation that was presented at the meeting. Judge Dana suggested the following: 58% Hampton, 16% Green, 17% Fredon, and 9% Andover. Hampton and Fredon will discuss with their municipalities, Andover was not present at the meeting. The Committee decided to discuss further in Executive Session.

Mrs. Phillips made a motion to enter Executive Session to discuss contract negotiations at 7:46 p.m.

Seconded: Mr. Chirip

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			

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Mrs. Phillips	X			
Mr. Conkling	X			

The Committee returned from Executive Session at 8:06 p.m.

Mr. Chirip made a motion to authorize the Joint Court Committee to act in the best interest of Green in negotiating a contract.

Seconded: Mr. Kurzeja

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

**CONSENT AGENDA:**

- a. Resolution 2013-39 – Raffle License – Frelinghuysen PTO
- b. Resolution 2013-40 – Award Contract to Public Defender
- c. Resolution 2013-41 – Appoint Constable
- d. Minutes ready for approval – January 22, 2013, regular minutes

Motion: Mr. Bilik

Seconded: Mr. Chirip

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

**OLD BUSINESS:** None

**NEW BUSINESS:**

- a. Ordinance 2013-02 – Establish Cap Bank (Introduction)

Mr. Chirip made a motion to introduce Ordinance and move to public hearing on February 25, 2013.

Seconded: Mrs. Phillips

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

- b. Ordinance 2013-03 – To Amend Land Use Regulations – Right to Farm (Introduction)

Mr. Chirip made a motion to introduce Ordinance and move to public hearing on February 25, 2013.

Seconded: Mrs. Phillips

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			

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Mrs. Phillips	X			
Mr. Conkling	X			

**CORRESPONDENCE:** Mrs. Peralta noted the following:

- The Greendell Post Office requested an additional mailbox to be used exclusively for their outgoing mail.. The Post Office will be decreasing their hours. Mrs. Peralta has checked with the Construction and Zoning Officials who have no problem with the additional box. The lease is still being worked on. The Committee has no objection to the additional mailbox.
- Letter from Wayne Dietz regarding additional employment practices liability insurance. Mr. Stein spoke with the Risk Manager and does not recommend that the town take on the additional coverage at this time.

Mr. Chirip made a motion to decline the coverage

Seconded: Mrs. Phillips

Discussion: Mr. Bilik questioned the insurance. It was decided to hold discussion.

- There is new legislation regarding Open Public Meetings Act. Mr. Stein explained that this bill was held by Legislature at the Senate so don't need to be concerned about it for now.

**MATTERS FROM THE GOVERNING BODY:** Mr. Chirip would like to appoint Mr. Kurzeja as the new member of the Agricultural Advisory Committee to replace Mr. Michaud.

Motion: Mr. Chirip

Seconded: Mr. Bilik

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

Mr. Chirip also passed on kudos from a resident to the DPW for their rapid clean-up efforts after Hurricane Sandy. Mr. Chirip asked if there has been follow-up from Mr. Powderley; Mayor Conkling stated that a meeting will be scheduled by Mr. Powderley within the next 2-3 weeks.

Mr. Bilik has reached out to Mr. Nittolo, Principal at Green Hills School, to see if the Township can be added to the school's Honeywell system in the event of emergencies/power outages and is awaiting a response. Mr. Bilik has been in contact with two companies that do grant writing (Jersey Professional Management Group and Millennium Strategies). He has forwarded the list of projects associated with Bond Ordinance 2013-01 to see if there is any grant monies available that Green Township can apply for. Mr. Bilik stated that Jersey Professional Management Group will put together a proposal, research and help write the grant for a fee of \$95.00 per hour not to exceed \$2,000.00. The Committee would like the companies to present their proposals. Mr. Bilik found drawings for the subdivision for Trinca Airport. There was a brief discussion on exploring options and the costs to own and maintain the airport. A future meeting to exchange ideas was suggested.

Mr. Kurzeja recently attended the League of Municipalities Seminar where there was discussions regarding electronic communication and emails. Mr. Stein explained that this was part of the bill that was held. Mr. Stein also stated that emails are government records, subject to OPRA. Wherever emails are sent from, if they are sent to a government official, it is a permanent record. DARM has a best practices policy that all emails are to be sent to the Custodian of Records or the Clerk. DARM has an official destruction schedule. Mr. Stein advises towns not to have a quorum when emailing township business. There was further discussion on if the Committee should use personal, business or town emails. Mr. Kurzeja and Mr. Bilik will look into.

Mayor Conkling discussed with Mr. Richard Vohden, Freeholder, regarding the costs associated with County Road 517. Mr. Vohden explained that the Freeholders first approve or disapproved decisions of the various

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departments prior to the department’s decision. Mayor Conkling also stated there have been discussions of Green Township’s employees working a 4-day work week, Monday through Thursday, in June, July and August. The suggestion is for the Municipal Building to be open Monday through Thursday 8:00 a.m. to 4:00 p.m. with one night open to 7:00 p.m. and closed on Fridays. The Committee agreed to trial the concept this summer. Mrs. Peralta will canvass the employees and get back to the Committee.

**MATTERS FROM THE TOWNSHIP CLERK/ADMINISTRATOR:** Mrs. Peralta noted the following:

- Thank you note from a resident to the DPW for a job well done during the past snowstorm.
- Resolution 2013-43 – Tax Redemption to Lien Times, LLC

Motion: Mr. Chirip  
 Seconded: Mrs. Phillips  
 Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

Mayor Conkling called a brief recess in the meeting to allow the attorney, Mr. Stein, to speak to Committee Member Bilik and thereafter resumed the public meeting.

**CORRESPONDENCE: (continued discussion regarding additional employment practices liability insurance):**

Mr. Chirip made a motion to decline the insurance coverage.

Seconded: Mr. Bilik  
 Discussion: No further discussion

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

Mrs. Peralta asked if the Committee members would be available to meet at 6:00 p.m. for a Budget Meeting on February 25<sup>th</sup>. Committee members are available.

**MATTERS FROM THE DPW SUPERVISOR:** Mr. Perigo was not in attendance.

**PUBLIC COMMENTS AND/OR QUESTIONS:** None

**ADJOURN:**

Mr. Chirip made a motion to adjourn at 8:49 p.m.

Seconded: Mr. Bilik  
 Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

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

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Linda Peralta, RMC  
Clerk/Administrator

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Date Approved