

**GREEN TOWNSHIP COMMITTEE
JUNE 10, 2013**

CALL TO ORDER

The June 10, 2013, meeting of the Green Township Committee was called to order at 7:14 p.m.

PLEDGE OF ALLEGIANCE

OATH OF OFFICE was administered by Linda Peralta, Township Clerk/Administrator, to Sarah Radulic, Acting Township Clerk/Administrator

OATH OF OFFICES were administered by Acting Township Clerk/Administrator, Sarah Radulic to Acting Members of the Governing Body and Acting Officials of the Township

ACTING MAYOR COOPER read the following notice: Adequate notice of this public meeting has been made in accordance with the Open Public Meetings Act of 1975 inasmuch as a notice has been published in the New Jersey Herald, transmitted to the Star Ledger and posted at the Municipal Building, 150 Kennedy Road, Tranquility, NJ.

ROLL CALL: Present: Mr. Bilik, Mr. Chirip, Mr. Conkling, Mr. Kurzeja, and Mrs. Phillips

Present: Mr. Burke, Mr. Cooper, Miss Gallopo, and Miss Muresan

Absent: Mr. Humphrey

Also Present: Sarah Radulic, Acting Clerk/Administrator; Linda Peralta, Clerk/Administrator; Mr. Rich Stein, Township Attorney

ACTING DEPUTY MAYOR GALLOPO read the following: All items listed on this Consent Agenda are considered to be routine by the Members of the Township Committee and will be enacted on by one motion. There will be no separate discussion of these items unless a Committee Member or Citizen so requests in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

CONSENT AGENDA:

- a. Resolution 2013-84 - ABC License Lake Tranquility Community Club, Inc.
- b. Resolution 2013-85 - ABC License Pub 517, Inc.
- c. Resolution 2013-86 - ABC License Greendell Deli, LLC
- d. Resolution 2013-87 - Zoning & Planning Escrow Refund - Homecrest
- e. Resolution 2013-88 - Zoning & Planning Escrow Refund - Viersma
- f. Resolution 2013-89 - Appoint Fire Fighter - Michael P. Rose
- g. Resolution 2013-90 - Appoint Fire Fighter - James E. Powderley
- h. Minutes ready for approval - May 28, 2013 regular minutes
- i. Department Reports

Motion: Miss Muresan

Seconded: Miss Gallopo

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			
Mr. Burke	X			
Miss Gallopo	X			
Mr. Humphrey				X
Miss Muresan	X			
Mr. Cooper	X			

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NEW BUSINESS:

a. Resolution Recognizing Jonathan P. Couce – Eagle Scout

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			
Mr. Burke	X			
Miss Gallopo	X			
Mr. Humphrey				X
Miss Muresan	X			
Mr. Cooper	X			

Acting Mayor Cooper read the Resolution of Recognition. Congratulations to Jonathan!

b. Certificate for State Semi-Finalist, Alexandra O’Brien, in the Louis Bay 2nd Future Municipal Leaders Scholarship Competition

Mayor Conkling presented Certificate to Alexandra. Congratulations Alexandra!

OLD BUSINESS:

a. Ordinance 2013-07 – Appropriating the Sum of \$84,000.00 for New Roofs for the Tranquility and Grendell Post Office Buildings (Public Hearing)

Acting Mayor Cooper opened public hearing. No comments.

Miss Muresan made a motion to close public hearing and adopt the Ordinance.

Seconded: Mr. Burke

Discussion: A resident asked why the roofs cost so much money. Mayor Conkling explained the process of public bid, design and plans cost and the township must pay prevailing wage which increase the costs.

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bilik	X			
Mr. Chirip	X			
Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			
Mr. Burke	X			
Miss Gallopo	X			
Mr. Humphrey				X
Miss Muresan	X			
Mr. Cooper	X			

CERTIFICATES OF APPRECIATION:

Clean Communities Program - 2013 Presentation of Certificates of Appreciation - Acting Deputy Mayor Gallopo and Acting Committeeman Muresan presented certificates to participating organizations

REPORTS FROM THE ACTING OFFICIALS:

The Acting Officials per the following list individually read a report regarding what they had learned during the day. The reports are attached to and made a part of these minutes.

Acting Mayor Conkling	Jake Cooper
Acting Deputy Mayor Phillips	Ally Gallopo
Acting Township Committee Bilik	Miruna Muresan
Acting Township Committee Kurzeja	Michael Burke
Acting Township Committee Chirip	Tyler Humphrey*
Acting Township Clerk/Administrator	Sarah Radulic
Acting Deputy Clerk	Ashley VanHoorebeke

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Acting Township Attorney	Niki Rizzo
Acting Road Supervisor	Alex Eich
Acting Recreation Chair	Nicholas Giordano
Acting Treasurer/CMFO	Ire Lee Ferguson
Acting Tax Collector	Brittany Schumann
Acting Tax Assessor	Maddie Mitchell
Acting Court Administrator/Deputy Court Clerk	Kendra Berry
Acting Planning/Zoning Board Secretary	Wendy Urena-Monge*
Acting Planning Board Chair	Patrick Bresney
Acting Board of Adjustment Chair	Kate Barbato
Acting Open Space Chair/Emergency Services	Brian Michels
Acting Environmental Chair	Ashley McDonnell
Acting Zoning Official	Olga Ivleva
Acting Construction Official Assistant	Emma Orabone*
Acting Fire Official	Zachary Irizarry
Acting Environmental/Recreation Secretary	Skylar Glenn
Acting Fire Chief	Kevin Saar*
Acting OEM Coordinator	Nick Polyak

*Not in attendance

RESOLUTION 2013-93 from Acting Officials read by Acting Township Clerk Radulic. The Acting Committee members signed the Resolution and the Acting Clerk signed and sealed the Resolution.

Motion: Mr. Burke
 Seconded: Miss Muresan
 Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Burke	X			
Miss Gallopo	X			
Mr. Humphrey				X
Miss Muresan	X			
Mr. Cooper	X			

PRESENTATIONS OF CERTIFICATES OF APPRECIATION:

Mayor Conkling and Deputy Mayor Phillips awarded each participating student with a certificate of appreciation.

PUBLIC COMMENTS AND/OR QUESTIONS: None

COMMENTS FROM ACTING STUDENT GOVERNMENT BODY: Mr. Burke asked if the trail at Evergreen Park can be better maintained and made slightly larger. Mayor Conkling explained that a Scout working on his Eagle Scout project will be adding to the trail. The Committee will pass along the comment to the Supervisor of DPW.

MAYOR CONKLING ANNOUNCED THE CONCLUSION OF THE STUDENT GOVERNMENT DAY PORTION OF MEETING - Mayor Conkling, on behalf of the Township Committee and the staff, thanked the students, they did a great job!

(brief break at 7:58 p.m. - the Committee returned at 8:09 p.m.)

CORRESPONDENCE: Mrs. Peralta noted the following:

- Application from Mrs. Jackie Wershing for membership on the Environmental Committee filing the open vacant position.

Motion: Mr. Chirip
 Seconded: Mrs. Phillips

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Discussion: None

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

- The federal government, state government and First Energy are gearing up for hurricane season. Mrs. Peralta included an update that will be mailed to the residents with the tax bills during the summer.
- Letter from township resident, Ms. Elizabeth Conn, regarding the sign on 517 not kept updated. Mrs. Peralta explained the sign was not updated since the grass in the area had not been cut the sign was not accessible. The grass has since been cut and the sign updated accordingly.
- The Risk Manager had previously requested a policy be made for wet downs. After discussions, the Risk Manager came up with a simple solution and provided a sample invitational flyer to a previous wet down that included the proper language incorporated that satisfies the Risk Manager’s concerns.

MATTERS FROM THE GOVERNING BODY: Mr. Chirip asked if there had been any follow-up with the outline of plans after hurricane Sandy. Mr. Jim Powderley, OEM, plans to finalize the emergency plan. Mrs. Peralta created a simple EOP which she will forward to the Committee.

NEW BUSINESS:

a. Resolution 2013-91A – Bills List (05/21/13 to 06/05/13) and Developer’s Escrow Trust (05/18/13 to 06/05/13)

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

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

b. Resolution 2013-91 – Certification of Annual Audit 2013

Motion: Mrs. Phillips
Seconded: Mr. Chirip
Discussion: Mr. Kurzeja asked about the length of services awards program financial statement not part of audit. Mrs. Peralta explained that it is reviewed but not audited. Mr. Stein explained that it is not the township’s money, therefore does not need to be audited.

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

c. Ordinance 2013-08 – Sale of Block 59, Lot 10 and Block 59, Lot 27 (Introduction)

Mayor Conkling introduced the ordinance. Mr. Stein explained Schedule A needs to be completed. Mrs. Holenstein, the Tax Assessor, informed Mr. Stein the lowest price the township would accept for an exit value is \$10,000.00 per acre. Lot 10 would be \$2,750.00; Lot 27 would be \$2,770.00. After discussion, the Committee agreed to \$2,800.00 as the minimum bid for each lot. Letters will be sent to the adjoining property owners notifying them of the public sale scheduled for July 8, 2013. Language includes that condition of sale requires each purchaser to merge the lot with their existing lot.

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Motion: Mr. Bilik
 Seconded: Mr. Kurzeja
 Discussion: None

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

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

- The Committee needs to choose a recipient for the Louis Caruso Award to be given at the 8th Grade Graduation ceremony on June 20, 2013. After a brief discussion, the Committee chose Miss Ashley McDonnell, Acting Environmental Chair, to receive the award.

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

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

- Proposal from Mr. John Miller for \$7,500.00 to do bid specs for generators for the municipal building and DPW building. After discussion it was decided to get a recommendation from the electrical inspector to see what is needed.
- In February Mrs. Peralta submitted an application for mitigation money from FEMA for generators. Just today, she received an email from the NJ Office of Emergency Recovery Bureau to complete an online form. Any monies expected, are not anticipated to be received on a timely basis.
- Proposal from Mr. John Miller for \$8,500.00 to do the project coordination for Whitehall Road.

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

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

- County Road 517 – Mr. Stein received an email confirming the owner of the small piece of property. Mr. Stein has sent the information to Mr. John Risko.
- Invitation to Sussex County Complete Streets Study Stakeholder Meeting on June 17, 2013.
- The 98th NJ League of Municipalities Conference will be held in Atlantic City, NJ. Mrs. Peralta will send a memo to the department heads.
- Mr. Stein gave an update on COAH. There was an order that COAH cannot take monies.
- Bids on the 29 Hillside Project have gone out and will be opened on June 25, 2013.
- Mrs. Peralta has received an invoice in an amount close to \$1,800.00 from Mr. John Miller. Resolution 2012-161 was approved for Mr. Miller to perform services associated with the identification of the right-of-way associated with County Route 517 in an amount not to exceed \$13,500.00. To date Mr. Miller has been paid \$13,186.00; this recent invoice will go over the contracted amount by almost \$1,500.00. After discussion, the Committee agreed to have Mrs. Peralta send a letter to Mr. Miller requesting an explanation of the overage and an estimate for project completion.

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- Mrs. Peralta is anticipating a letter from the Lake Tranquility Community Club requesting a sign stating “No Fishing, Swimming or Diving” from the Dam/Bridge

Mrs. Phillips made a motion to approve the sign prior to receiving the request.

Seconded: Mr. Kurzeja

Discussion: Mr. Bilik believes the sign should not include No Fishing as this is a safe place for residents to fish. Mr. Stein suggested the Committee may want to adopt an Ordinance that specifically states what should or should not be done on the bridge. After a brief discussion, Mr. Bilik agreed with installing a sign at the bridge that states “No Fishing, No Swimming or Diving”.

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

- Mrs. Phillips will look into the possibility of a township sponsored E-waste pick up or drop off location.

MATTERS FROM THE DPW SUPERVISOR: Mr. Perigo clarified he will be using Morris County Co-Op not state contracts for the Whitehall Road repaving project. DPW will finish up work at 29 Hillside Terrace in the next few weeks.

PUBLIC COMMENTS AND/OR QUESTIONS: None

EXECUTIVE SESSION:

Mr. Chirip made a motion to enter executive session to discuss matters of personnel at 8:55 p.m. No official action will be taken.

Seconded: Mrs. Phillips

Discussion: None

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

The Committee returned from Executive Session at 9:00 p.m.

ADJOURN:

Mr. Chirip made a motion to adjourn at 9:00 p.m.

Seconded: Mr. Kurzeja

Discussion: None

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

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

Linda Peralta, RMC
Clerk/Administrator

Date Approved