

**GREEN TOWNSHIP COMMITTEE
MAY 13, 2013**

CALL TO ORDER

The May 13, 2013 meeting of the Green Township Committee was called to order at 6:12 p.m.

PLEDGE OF ALLEGIANCE

ADEQUATE NOTICE: Mrs. Peralta read the statement of adequate notice.

ROLL CALL: Present: Mr. Bilik, Mr. Chirip, Mr. Conkling, Mr. Kurzeja (arrived late), and Mrs. Phillips
Also present: Clerk/Administrator, Mrs. Linda Peralta; Township Attorney, Mr. Richard Stein; Township Engineer, Mr. John Miller; DPW Superintendent, Mr. Watson Perigo; Deputy Clerk, Mrs. Patty DeClesis

DISCUSSIONS:

- a. **Statewide Insurance Fund Safety Training Workshop on Ethics** – Mr. Ivan Cohen with Statewide Insurance Fund gave a brief presentation on ethics in the workplace. Mr. Wayne Dietz, Risk Manager followed up with additional comments. Code of Ethics and Conflict of Interest handouts are attached and made part of these minutes.
- b. **Updates to Miscellaneous Projects – Mr. John Miller** - Mr. Miller reviewed plans for the municipal parking lot using the same entrance since there is no benefit in the line of sight by moving the entrance further up the hill. The Committee made a few comments which Mr. Miller will incorporate into the plan. Mrs. Peralta mentioned additional handicapped parking spots near the lower side entrance are needed for Election Days. Overflow parking on court days needs to be considered also.

Suburban Consulting Engineers is putting the specifications together for 29 Hillside Terrace. Luna Chimney Sweeps inspected the wood stove and chimney. Their assessment is that the stove is not in compliance with code therefore, recommend installing a new one. The Committee recommends removing the wood stove. The electrical inspector inspected the panel which is ok. The inspector recommends exploring a forced hot air furnace system. Mr. Miller will prepare estimates and hope to have available for the next meeting.

Mr. Miller and Mr. Perigo looked at the roofs at Trinca Airport, Greendell and Tranquility Post Offices. Mr. Miller reviewed estimates of repairs to each building. After discussion, the Committee authorized Mr. Miller to obtain bid specs. This can be funded through capital budget through a fully funded ordinance.

Motion: Mr. Bilik

Seconded: Mr. Chirip

Discussion: Mrs. Phillips questioned the timing of getting the roofs done, should they be done before winter. Mr. Miller explained they can be done in the fall. Mrs. Phillips also questioned if one should be done this year and one next year. Mr. Stein explained it would be more cost effective to bundle together and obtain one bid spec.

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

A formal resolution will be available for next meeting.

Mr. Miller sent maps and reports to Mrs. Peralta and Mr. John Risko. He has a tentative meeting scheduled for May 14, 2013. He will keep Mrs. Peralta informed.

The NJDEP Dam Safety mandates a desktop emergency exercise for Class I dams which would go through scenarios should there be an emergency at the Lake Tranquility dam. This should be done by the next dam inspection.

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Mr. Bilik mentioned he was made aware of kids jumping off the bridge into the lake. There are signs posted at the bridge that state No Fishing, No Swimming, No Skateboarding, etc.

Mr. Miller informed the Committee the Township has been awarded a grant for Whitehall Road.

- c. **COAH Authorizes Taking of Municipal Housing Trust Funds** – Mr. Stein explained the Governor abolished COAH. There are suits going through the courts now and pending before the Supreme Court whether he can do this or not. The Governor adopted a resolution authorizing all uncommitted monies collected by municipalities in their trust funds return to the State by May 22. Mr. Stein and Mrs. Peralta have been discussing with Mr. Vito Gallo. Mr. Stein recommended the Committee formally appeal the order from COAH to turn the monies over to the State.

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			

CONSENT AGENDA:

- a. **Resolution 2013-73 – Tax Refund – Velez, Messina, Aull and Tao**
- b. **Resolution 2013-74 – Zoning Board Escrow Refund – Rosania**
- c. **Resolution 2013-75 – Planning Board Escrow Refund – Ja-Bar Silicone Corp.**
- d. **Resolution 2013-76 – Raffle License for Penny Auction – Green Township PTA**
- e. **Resolution 2013-78 – Appoint 2013 Risk Management Consultant**
- f. **Minutes ready for approval – April 22, 2013, regular minutes**

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

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

OLD BUSINESS:

- a. **Ordinance 2013-06 – Authorize Lease of Greendell Post Office** – Mayor Conkling introduced the Ordinance. Public Hearing will be held on May 28, 2013.

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			

- b. **Resolution 2013-77 – Appoint Diana Fox to Recreation Advisory Committee**

Motion: Mr. Chirip
Seconded: Mr. Bilik

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Discussion: Mr. Bilik stated his resignation from the Recreation Advisory Committee. He will remain as a liaison between the Township Committee and the Recreation Committee.

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

NEW BUSINESS: None

CORRESPONDENCE: Mrs. Peralta noted the following:

- NJ Ride Against Aids is requesting approval to have a bike ride through a portion of Green Township on September 27, 2013. They must obtain county permission also.

Motion: Mrs. Phillips

Seconded: Mr. Kurzeja

Discussion: The bikers must follow exactly the same rules of the road as automobiles.

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

- Update from Mr. Kevin Kelly, Special Counsel, regarding JMM Realty Holdings, LLC, Equine Tranquility. Mr. Kelly is working with the Mrs. Pat Fischer, Zoning Officer
- Request for use of Evergreen Park for a charity walk/bike event. A Certificate of Insurance will be obtained. Mrs. Peralta asked the Committee if they would like to set a limit on the number of vehicles and the number of participants. After a brief discussion it was suggested that the Subcommittee review and set the standards for use of the park.
- Request from Pompei Soccer to use Evergreen Park for a tournament at the end of June. A Certificate of Insurance will be obtained. A DPW employee will be in attendance at this event.
- Letter from a resident interested in purchasing 2 lots of property adjacent to their property. The Committee would like a chance to look at these properties and will discuss further at the next meeting.

MATTERS FROM THE GOVERNING BODY: Mr. Bilik noted the property on the corner at the intersection of County Road 517 and Scenic Drive is running a landscaping business. In addition to the bushes in the way there are also commercial trucks parked on the property making the visibility even more difficult. Mrs. Peralta will mention to the Zoning Officer.

Mr. Kurzeja would like to follow-up with Cit-e-net. Mrs. Peralta has been in contact with Mr. Brian Borri and will forward the emails to the Committee members.

Mr. Chirip stated that he is committed to spending all of the COAH funds on affordable housing for those less fortunate within Green Township.

Mrs. Phillips updated the Committee on a meeting with the State Police and Sheriff's Department on the safety aspects of the municipal building to help better decide what safety measures to take. Mrs. Phillips reviewed suggestions that were made which are attached and made part of these minutes. Mayor Conkling suggested having T&R Alarm help with writing the bid specs. In the meantime, internal procedures can be reviewed with the employees.

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Mayor Conkling and Mrs. Phillips met with Mr. Carmine Torella whom expressed interest in getting more involved with the town. They recommend appointing Mr. Torella to the Board of Adjustment as an alternate.

Motion: Mayor Conkling
 Seconded: Mrs. Phillips
 Discussion: None

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

A confirming resolution will be available for the next meeting.

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

- Approval of employee vacation carry over from 2012 to 2013

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			

- Letter from Mr. Ken Lang, Chief, Green Township Volunteer Fire Department to Mr. Frank Fracassa.
- Skylands Cycling is requesting approval for a bike event through Green Township on June 23, 2013, that starts and ends at Green Hills School. Mrs. Peralta was informed that Green Hills School has denied permission for use of the school for this event. Skylands is looking to use other facilities in Green Township. The Committee feels Skylands should come up with a new location.

MATTERS FROM THE TOWNSHIP ATTORNEY: Mr. Stein informed the Committee that Ms. Ursula Leo will attend the next Committee Meeting on May 28, 2013, in his absence. Mr. Stein explained that he and Mrs. Peralta have met and discussed personnel matters and the employee handbook. It was determined that the handbook needs to be brought up to date. Ms. Leo, Laborer Attorney, will update the handbook. A written proposal will be available for discussion.

MATTERS FROM THE DPW SUPERVISOR: Mr. Perigo mentioned the Ford Explorer and the DPW truck are on order.

PUBLIC COMMENTS AND/OR QUESTIONS: None

EXECUTIVE SESSION: None

ADJOURN:

Mr. Chirip made a motion to adjourn at 8:55 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

Linda Peralta, RMC
Clerk/Administrator

Date Approved