

**GREEN TOWNSHIP COMMITTEE  
SEPTEMBER 23, 2013**

**CALL TO ORDER**

The September 23, 2013, meeting of the Green Township Committee was called to order at 8:01 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, and Mrs. Phillips  
Also present: Clerk/Administrator, Mrs. Linda Peralta; Township Attorney, Mr. Richard Stein; Deputy Clerk, Mrs. Patty DeClesis; and DPW Superintendent, Mr. Watson Perigo

**DISCUSSIONS:**

- a. **29 Hillside Terrace** – Mr. Stein spoke with the Executive Director of Habitat for Humanity of Morris County. They are interested in the property, however would like to reach out to Habitat for Humanity of Sussex County to see if they have an interest in working together. The property would be a moderate income unit and sell for approximately \$150,000.00.
- b. **Best Practices** – The Committee reviewed the 2013-2014 Best Practices Worksheets. The Finance Subcommittee will need to meet once a month.
- c. **911 Shared Services Agreement** – Mayor Conkling, Mrs. Phillips, Mrs. Peralta, Vita Thompson, Andover Township Clerk, and Chief Tagliatella of Andover met to discuss the 911 Shared Services Agreement. The contract will remain the same with a 2% increase year over year. Mr. Stein reviewed two changes to the agreement. He will draft a letter to Andover’s Township Attorney to make the changes for the agreement to be acceptable.
- d. **RFP Professionals** – The Committee has previously discussed RFPing for Township Engineer. Mr. Stein explained that the Township Engineer is selected by the Township Committee, the Planning and Zoning Boards each select their own Engineer. It is possible to have three different engineers working for the municipality. Mr. Chirip suggested notifying and advising the Planning and Zoning Boards of the Township Committee’s intent to RFP for Township Engineer as part of the rotation process. After discussion, the Committee agreed to move forward with the RFP process and will notify the two Boards.

**CONSENT AGENDA:**

- a. **Minutes ready for approval – September 9, 2013, regular minutes**
- b. **Department Reports**

Motion: Mrs. Phillips

Seconded: Mr. Bilik

Discussion: Mr. Bilik asked if the Zoning Official can follow-up with the ongoing clean-up of a property mentioned in her department report.

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

**OLD BUSINESS:**

- a. **Resolution 2013-130 – Reject Bid Proposals for Municipal Parking Lot**

Motion: Mrs. Phillips

Seconded: Mr. Kurzeja

Discussion: Mayor Conkling explained the two bids received exceeded the Township Engineer’s pre-bid estimate. The Township Attorney and the Township Engineer recommend to rebid for the project in February or March 2014.

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

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Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

**b. Ordinance 2013-09 – Amend the Fixed Salary Ranges for Officers and Employees (Public Hearing)** – Mayor Conkling opened the meeting public hearing.

There being no public comments, Mr. Chirip made a motion to close public hearing and move to adopt the ordinance.

Seconded: Mr. Bilik  
Discussion: None

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

**c. Resolution 2013-131 – Approval to Submit Grant Application with NJDOT for Pequest Road**

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			

**NEW BUSINESS:**

**a. Resolution 2013-132 –Award Contract for New Salt Shed** – Mr. Stein stated two bids were received for the salt shed. The lower bid, Edge Property Maintenance, is above the amount that was initially estimated in the bond ordinance. After discussion the Committee agreed to award the contract to Edge Property Maintenance for the new salt shed.

Motion: Mr. Bilik  
Seconded: Mr. Kurzeja  
Discussion: No further discussion

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

**b. Resolution 2013-133 – Award Contract for Generators for Municipal and DPW Buildings** – Mr. Stein explained five competitive bids were received for the generators. Power with Prestige is the lowest responsible bidder. A two year warrantee is included with the generators. The Township can bid for a service company for a maintenance contract once the warrantee has expired.

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

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

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Mr. Kurzeja	X			
Mrs. Phillips	X			
Mr. Conkling	X			

**c. Ordinance 2013-10 – Amend Land Use Development Application Completeness Checklists (Introduction)**

Motion: Mr. Chirip

Seconded: Mr. Kurzeja

Discussion: Mr. Stein explained that as protocol the Planning Board will review and provide recommendations for the ordinance. Mr. Stein has discussed with Mr. Lyn Aaroe, Planning Board Attorney. Public Hearing will be held on October 28, 2013, in order to allow time for the Planning Board to review the ordinance.

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

**CORRESPONDENCE:** Mrs. Peralta noted there are no action items. Correspondence is for information.

**MATTERS FROM THE GOVERNING BODY:** Mr. Chirip mentioned an ad in the newspaper advertising Green Hills School for the NJ Choice School Program; how this affects our Township students and the increase in the classroom size. Mrs. Phillips explained how the program works and suggested Mr. Chirip contact Mr. Nittolo, Principal of Green Hills School. After discussion, Mr. Chirip will plan to attend a Board of Education meeting. Mr. Chirip also asked if the Zoning Official would keep an eye on businesses that may be operating in residential areas.

Mr. Bilik asked for an update on County Route 517 and Scenic Drive. Mr. Stein informed County Council that the Township would like the bushes removed. Mr. Stein has not heard back from the County.

Mr. Kurzeja congratulated the Recreation Committee on a successful Green Township Day!

Mrs. Phillips thanked Mr. Perigo for all his help at Green Township Day!

Mayor Conkling mentioned the damage done to the building at Trinca Airport in the last wind storm. The insurance adjustor did look at the damage.

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

- Ordinance 2013-11 Authorize \$132,000.00 to begin Whitehall Road Project.

Mr. Bilik made a motion to introduce the ordinance.

Seconded: Mr. Chirip

Discussion: None

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

The Public Hearing will be held on October 15, 2013.

- Letter from Mr. Stein to NJ Shelter regarding the bus shelter on County Route 517.
- Letter from Department of Transportation regarding an annual safety and security inspection of Trinca Airport.

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- Invitation to Legislative Meeting with Senator Oroho, October 18, 2013.
- October 16 is an Election Day and also a court day. The Board of Elections has advised to have a security officer direct traffic in the parking lot. Mrs. Peralta is planning to have a DPW employee in the parking lot directing voters to park in the lower level of the parking lot. If at the time, a DPW employee is not available, Mrs. Peralta will hire a seasonal employee for the day.

**MATTERS FROM THE TOWNSHIP ATTORNEY:** Mr. Stein will follow-up on the bus shelter on County Route 517.

**MATTERS FROM THE DPW SUPERVISOR:** None

**PUBLIC COMMENTS AND/OR QUESTIONS:** Mr. Kevin Faller, 6 Eagles Nest Road, complimented the DPW for fixing the area in the parking lot of Evergreen Park. The area will no longer have a big pool of water after heavy rains. Mr. Faller also mentioned he is a travel soccer coach for GTSC. They practice at Evergreen Park on Tuesday and Thursday evenings. As it is getting darker out earlier in the evenings, Mr. Faller requested permission to set-up a temporary portable light tower so the team could continue their evening practices until approximately 8:15 p.m. Mayor Conkling suggested granting permission on a trial basis. Mrs. Phillips has concerns that this would set precedence to other groups that may want to use the park in the evenings. Mr. Chirip made a motion to grant permission for Mr. Faller to use the soccer field on their scheduled evenings using a portable light tower until November 15, 2013.

Seconded: Mr. Kurzeja

Discussion: No further discussion

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

**EXECUTIVE SESSION:** None

**ADJOURN:**

Mr. Chirip made a motion to adjourn at 9:23 p.m.

Seconded: Mrs. Phillips

Discussion: None

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

\*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