

**GREEN TOWNSHIP COMMITTEE
SEPTEMBER 9, 2013**

CALL TO ORDER

The September 9, 2013, meeting of the Green Township Committee was called to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

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

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

Absent: Mr. Chirip

Also present: Clerk/Administrator, Mrs. Linda Peralta; Township Attorney, Mr. Richard Stein; Deputy Clerk, Patty DeClesis; and DPW Superintendent, Mr. Watson Perigo

Mr. Bilik made a motion to excuse 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			

DISCUSSIONS:

- a. **Bid Results – Parking Lot – Garage** - Mrs. Peralta noted Mr. Miller’s report which was received today. Mr. Stein reviewed the two bids received for compliance of all the technical requirements. Mr. Miller recommends rejecting both bids since they were above the budgeted amount and rebid the project in February or March 2014. Mr. Miller feels that there was not a good turnout on the bidding since most paving companies are busy at this time of year. There may be more bidders in the early spring of next year. Mr. Stein will have a resolution rejecting the bids for the next Committee Meeting.

Mrs. Phillips made a motion to reject the bids.

Seconded: Mr. Kurzeja

Discussion: Mr. Bilik questioned how this works since the bond ordinance was approved for this year. Mr. Stein stated the timing does not affect the bond ordinance. Mr. Kurzeja questioned the benefit of paving over the existing parking lot. Mrs. Phillips also has concerns. The Committee will revisit paving the parking lot.

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

- b. **Bid Results – Post Office Roofs** –Mr. Stein reviewed the seven bids received for compliance with the mandatory provisions. EMSA is the lowest bidder at \$35,890.00. Mr. Miller concurs.

Mrs. Phillips made a motion to accept the bid and award the contract to EMSA.

Seconded: Mr. Bilik

Discussion: None

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

This is Resolution 2013-129. Mr. Stein explained that Mr. Miller will have a meeting with EMSA and provide notice to proceed.

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- c. **29 Hillside Terrace** – There is concern that the administrative costs are very high. Mr. Stein suggested an alternative to sell the property as is to a non-profit organization such as Habitat for Humanity. The Committee is in agreement and will work towards that direction.
- d. **Employee Handbook** – Mrs. Peralta asked the Committee to read and comment on the Handbook prepared by Ms. Ursula Leo of Laddey, Clark and Ryan. Mrs. Peralta will meet with Mr. Stein and Mrs. Leo in the near future.
- e. **Revised Application – Board of Adjustment** – Mrs. Peralta explained the Board of Adjustment has revised the application and would like the Committee’s approval. The Committee would like Mr. Bambara to point out the changes and provide clarification. This will be further discussed at the next Committee Meeting. An Ordinance will be prepared for the checklist.
- f. **911 Shared Service Agreement** – Mrs. Peralta will discuss further with Chief Tagliatella of Andover and provide information at the next Committee Meeting.
- g. **RFP Professional** – The Committee has discussed in the past RFPing Professionals on a rotating basis. Since the Township RFPed for Township Attorney last year, the Township Planner two years ago, the Committee agreed to RFP the Township Engineer for 2014.

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

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

- h. **Land Use Ordinance Revision** – The Township Planner submitted a proposal of \$37,500.00 to revise Chapters 30 and 33 of the Land Use Ordnances. Mrs. Peralta obtained review costs from the Township Attorney, \$2,000.00; the Land Use Attorney, \$10,800.00; and the Township Engineer, \$8,000.00. Mrs. Peralta asked the Committee to discuss the additional costs. After discussion, the Committee agreed to include this project in the budget for next year.

Motion: Mrs. Phillips
 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 2013-120 – Cancellation of the Balance in the General Capital Fund to the Trust Fund Developers Recreation Contribution**
- b. **Resolution 2013-121 – Fall Recreation Activities**
- c. **Resolution 2013-122 – Correction Animal Control Dog Census**
- d. **Resolution 2013-123 – Zoning Board Escrow Refund – Dippel**
- f. **Resolution 2013-125 – Tax Refund – Kochenash**
- g. **Minutes ready for approval – August 12, 2013 regular and executive session minutes**

Mr. Bilik requested to pull Resolution 2013-124 from the Consent Agenda.

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

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

e. Resolution 2013-124 – Tax Redemption – Tranquility Traders

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

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

OLD BUSINESS: Mayor Conkling stated the new town car arrived a few weeks ago.

NEW BUSINESS:

a. Resolution 2013-126 – Bills List (08/07/13 to 09/04/13) and Developer’s Escrow Trust (08/07/13 to 09/04/13)

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			

b. Resolution 2013-127 – Proposal from John Miller for NJDOT Grant Application 2014 Local Aid

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			

c. Resolution 2013-128 – Proposal from John Miller for Lake Tranquility Dam Inspection

Motion: Mrs. Phillips
 Seconded: Mr. Bilik
 Discussion: Mrs. Phillips questioned how often the inspection is done. Mrs. Peralta explained the NJDOT requires an engineer’s professional inspection every few years.

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

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

CORRESPONDENCE: Mrs. Peralta noted the following:

- Request from Mr. Dave Kopacki for hangar space at Trinca Airport for his ultralight. Mr. John Tremper confirmed there is space at the hangar. A certificate of insurance will be supplied.

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

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

- The deed has been filed for the strip of property along County Route 517.

MATTERS FROM THE GOVERNING BODY: Mr. Bilik mentioned a meeting with Mayor Conkling and Mr. Jim Powderley, OEM. Since the money for the Reverse 911 Systems was taken from the OEM budget, there is no money left for Mr. Powderley to purchase reflective vests and portable radios. It was suggested to have Mr. Powderley continue spending what he needs. These expenses will be charged to the OEM budget so that it is noted what was spent for emergency management. Mayor Conkling requested that Mr. Powderley provide a list of what he would like to purchase for the next Committee meeting.

Mr. Kurzeja has made progress on the new website and will have more information in the next few weeks.

Mrs. Phillips thanked Mr. Perigo and the DPW employees for their work installing the new rubber mulch and raking the softball field at Evergreen Park. They look great!

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

- Ordinance 2013-09 Amend the Fixed Salary Ranges for Officers and Employees of the Township of Green. The purpose of this ordinance is to accommodate the minimum and maximum salary for the Dog Census temporary seasonal employee.

Mrs. Phillips made a motion to introduce 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			

The Public Hearing will be held on September 23, 2013.

- The Tax Assessor, Mrs. Penny Holenstein is planning to attend the NJ League of Municipalities Conference in Atlantic City in November. The County Tax Board will pay up to \$500.00 towards the registration. Byram will pay the entrance fee. Mrs. Holenstein asked for approval to take the time from Green Township. Green Township may need to pay hotel expenses, however, will be reimbursed from the County Tax Board.
- The security seminar scheduled for September 16, 2013 has been rescheduled to Monday, September 23, 2013. There will be a session at 1:30 p.m. in Green Township and another at 6:00 p.m. in Hopatcong. The Committee members will attend the 6:00 p.m. session and change the start time for the Township

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Committee Meeting to 8:00 p.m. Mrs. Peralta will handle the necessary notifications to the newspaper for the time change.

- There is a standard Executive Session Resolution stapled to the Committee members' folders to be used for each meeting if an executive session is needed. Mr. Stein requested this resolution be available at every meeting. The folders will remain at the dais after the meetings.

MATTERS FROM THE TOWNSHIP ATTORNEY: Mr. Stein noted his correspondence with the county regarding the intersection of County Route 517 and Scenic Drive. The county recommends a right turn only coming out of Scenic Drive onto 517. The Committee is not in agreement. Mr. Stein will work with Mrs. Peralta to compose a letter back to the county.

MATTERS FROM THE DPW SUPERVISOR: Mr. Perigo thanked Mrs. Phillips for her compliment on the rubber mulch. The DPW employees will work on fixing the water hole near the entrance of the walkway at Evergreen Park. They will also begin work on crack sealing township roads.

PUBLIC COMMENTS AND/OR QUESTIONS: Mrs. Josephine Fracasso, 111 Hibler Road questioned the following:

- Is necessary to have a garage for the new car. It seems to be a major expense. Mayor Conkling explained the garage is to protect and extend the life of a vehicle.
- How did the employees like the summer hours. They seemed to work well, it may be beneficial to maintain those hours to keep costs down on electricity, heating and electricity. Mrs. Peralta explained that due to family situations, it was difficult for some employees. Mrs. Peralta intends to propose the summer hours for next summer but preferred to go back to the normal business hours for the winter.
- There seems to be an excessive amount of loaded dump trucks from JBR using Hibler Road. Mayor Conkling suggested sending the company a letter explaining the township road's weight limit and for Mrs. Fracasso to contact the State Police directly if she notices the excessive trucks in the future.

EXECUTIVE SESSION: None

ADJOURN:

Mrs. Phillips made a motion to adjourn at 8:11 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			

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

Linda Peralta, RMC
Clerk/Administrator

Date Approved