

**GREEN TOWNSHIP COMMITTEE
MINUTES OF THE REGULAR MEETING
MAY 4, 2020**

CALL TO ORDER

Mayor Phillips called the May 4, 2020, meeting of the Green Township Committee to order at 7:02 p.m. Mayor Phillips announced that this meeting is being held remotely and that members of the public can participate by calling in to the phone number that has been advertised and provided.

PLEDGE OF ALLEGIANCE

ADEQUATE NOTICE: Mr. Zschack read the statement of adequate notice.

ROLL CALL: Present: Mr. James Chirip, Mr. Daniel Conkling, Mr. Bader Qarmout, Mrs. Virginia “Ginnie” Raffay, and Mayor Margaret “Peg” Phillips

Also present: Mrs. Ursula Leo, Township Attorney; Mr. Mark Zschack, Township Clerk/Administrator; Mr. Watson Perigo, Municipal Department Head; Mrs. Linda Padula, CMFO; Mrs. Karen Ferrone, Tax Collector; and Mrs. Patty DeClesis, Deputy Clerk

OPEN PUBLIC SESSION #1 Mayor Phillips opened the meeting to the public for any questions or comments concerning items on the agenda for which no public discussion is provided. Mayor Phillips noted that no public members presented comments and closed Public Session #1.

CONSENT AGENDA:

1. RESOLUTIONS: (Approval of the Following)

None

2. CORRESPONDENCE: (Acceptance for Filing of the Following)

- b. Hamburg Township Resolution Adopted April 28, 2020, Prohibiting Short Term Rentals During the Public Health Emergency

3. REPORTS: (Acceptance for Filing of the Following)

- a. Trinca Airport Safety Self-Inspection Checklist - April 29, 2020
b. Sussex County Department of Environmental and Public Health Services - 03/01-31/2020
c. Building Permit Fee Log Report - March 2020
d. Tax Collector’s Report - March and April 2020

4. APPLICATIONS: (Approval of the Following)

None

Mr. Qarmout motioned to move the Consent Agenda

Seconded: Mrs. Raffay

Discussion: Mr. Qarmout requested to remove Correspondence item 2a for discussion.

Mr. Qarmout amended his motion to approve the Consent Agenda minus Correspondence item 2a.

Seconded: Mrs. Raffay

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

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2. CORRESPONDENCE:

- a.** Email from Janet Mosner, Andover Township, in Reference to an Andover Land Use Meeting

Mr. Qarmout motioned to move the Consent Agenda Correspondence item 2a

Seconded: Mrs. Raffay

Discussion: Mr. Qarmout asked if there is an opportunity to comment on the proposed junk yard/automotive yard and the impact on Green Township's waterway. A discussion ensued concerning the protocol for requesting the application from Andover Township's Land Use Board.

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

Mr. Qarmout motioned to obtain the application and professionals' reports from Andover Township

Seconded: Mr. Chirip

Discussion: Mr. Zschack questioned if the Committee intends to have Green's professionals review the application. The Committee agrees that the motion is to obtain the application for the Committee's review only.

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

DISCUSSIONS:

- a. Request to Place Donated Bench in EverGreen Park** - Mayor Phillips stated that some residents requested to purchase and donate a park bench at EverGreen Park in memory of a resident who recently passed away. The Township Attorney explained that a policy should be in place establishing criteria for a consistent and uniform manner for future requests. The Committee discussed options for requests for memorials and donations. After discussion, it was recommended that the Buildings and Grounds Subcommittee research and determine a standardized bench for EverGreen Park and then present to the full Township Committee. Mr. Zschack will respond that the Committee is considering and working on the request for a donated bench.

- b. Inoperable Vehicle Permit Application** - Mr. Zschack deferred to the Township Attorney for an explanation of the ordinance. The Township Attorney reviewed the ordinance that allows for inoperable or unlicensed motor vehicle to be on a property for up to three months. A permit is issued from the Township Committee once the application is approved and the fee of \$25.00 is paid. The vehicle must be used for educational purposes or be disassembled for parts within the three months after issuance of the permit. If the vehicle is not removed after the three-month period, a violation would be issued by the Zoning Official. The application is to allow an inoperable motor vehicle to be on the property for three months. Mr. Zschack stated that this vehicle has been on the property for quite some time. A complaint was received by the Zoning Official that there are many vehicles on the property.

Mr. Conkling motioned to accept and approve the permit.

Seconded: Mr. Chirip

Discussion: No further discussion

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			

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Mrs. Raffay	X			
Mrs. Phillips	X			

OLD BUSINESS: None

NEW BUSINESS:

a. Resolution 2020-85 - Extending the Grace Period for Second Quarter 2020 Property Taxes to June 1, 2020

Motion: Mr. Conkling

Seconded: Mr. Chirip

Discussion: Mr. Chirip asked what the financial impact is. The Tax Collector reviewed the amount of taxes paid to date for the second quarter and the amount that has not yet been paid. The CFO feels that enough cash flow has been received and there are sufficient funds in surplus. The Tax Collector and CFO are comfortable with extending the grace period to June 1, 2020. The Committee thanked Mrs. Ferrone and Mrs. Padula for their time and effort.

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout			X	
Mrs. Raffay	X			
Mrs. Phillips	X			

b. Resolution 2020-88 - Bills List (04/16/2020 to 05/01/2020)

Motion: Mr. Qarmout

Seconded: Mr. Conkling

Discussion: Mr. Qarmout questioned the reason for payment to Contral Security Corporation. Mr. Zschack explained the fire system at the DPW building failed and needed to be replaced as per the State Fire Marshall.

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

c. Minutes ready for approval - April 20, 2020, regular session

Motion: Mr. Chirip

Seconded: Mrs. Raffay

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout			X	
Mrs. Raffay	X			
Mrs. Phillips	X			

MATTERS FROM THE TOWNSHIP CLERK: Mr. Zschack noted the following matters:

Municipal Building (Hours of Operation) - We have begun the process of preparing the Municipal Building for the return of all employees. Changes are being made to three offices to ensure proper distancing between employees. Communal devices such as the fax machine and postal meter are being moved to a more accessible area and the conference room has been rearranged. The main hallway is less than six feet so only one employee at a time will be allowed in this area. We will be utilizing tape to mark out critical walkway areas. This week

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we will be increasing hours and number of employees to work out any kinks before we resume full activities. A written policy is being developed.

Scheduled Events (June-August) - The decision was to cancel all Township Meetings except Land Use Board and Township Committee. Since we have the ability to hold virtual meetings, it is the recommendation to allow any meeting to occur virtually. The Committee agreed.

The June 6, 2020, Summer BBQ and Miss Green Contest was postponed by the Recreation Committee.

Mr. Zschack asked for the Committee's recommendation on holding the Summer Recreation Series at EverGreen Park. After a brief discussion, the Committee will make a decision at the next meeting.

Mr. Zschack asked if the Committee wishes to allow the use of Activity Room in the downstairs of the municipal building. The Committee recommends no use of the room through July 2020.

The Committee discussed use of the Pavilion at EverGreen Park. The Committee recommends keeping the Pavilion closed through June 2020 and will make a decision at a later date.

The Committee discussed opening of the restrooms at EverGreen Park. The Committee agreed to keep the restrooms closed.

Green Township Day is currently scheduled for September 19, 2020, and will be determined at a later date.

MATTERS FROM THE GOVERNING BODY: Mayor Phillips stated she has received comments praising the Township Committee for leaving EverGreen Park open. Mayor Phillips has discussed Student Government Day with Dr. Furnari, Interim Superintendent at Green Hills School. With the Governor's announcement that New Jersey schools will remain closed for the rest of the school year, the traditional Student Government Day will not occur. A possible virtual event was discussed with Dr. Furnari. Dr. Furnari will consult with the Principal and teachers for their input. Mayor Phillips stated that the school could assistance with selecting a recipient for the Louis Caruso Award.

Mr. Chirip thanked the Township employees for all their efforts and thanked Mayor Phillips and Deputy Mayor Raffay.

Mr. Qarmout thanked everyone for their efforts and is glad to be looking forward to reopening slowly and wisely. Mr. Qarmout expressed sadness to be missing Student Government Day this year. It is always an enjoyable and educational event.

Mr. Conkling stated percentage of deaths and those infected with the COVID-19 virus in Sussex County is low. Everyone seems to be doing their part. With regards to Student Government Day, Mr. Conkling asked if the school could provide names of students they would recommend as possible recipients for the Louis Caruso Award.

Mrs. Raffay hopes that the Committee members were able to reach out to the SUNY college student with regards to his project. Mrs. Raffay stated that she will miss having Student Government Day.

MATTERS FROM THE MUNICIPAL DEPARTMENT HEAD: Mr. Perigo thanked Mr. Zschack and the Committee for keeping the DPW staff safe.

MATTERS FROM THE TOWNSHIP ATTORNEY: Mrs. Leo noted no matters for discussion.

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OPEN PUBLIC SESSION #2: Mrs. Josephine Fracasso, 111 Hibler Road asked why Green Township would get involved with Andover Township. Mayor Phillips responded that the concern is pollution in the Pequest River travelling down into Green Township. The proposed site is close proximity to the waterway. Mrs. Fracasso thanked the Committee for holding virtual meetings.

EXECUTIVE SESSION: Resolution ES2020-06 - Contract Negotiations (sale/lease price) and/or Attorney-Client Privilege Advice

Mrs. Raffay motioned to enter Executive Session at 8:24 p.m.

Seconded: Mr. Qarmout

Discussion: None

All were in favor.

Mrs. Raffay motioned to adjourn Executive Session and return to Public Session at 8:58 p.m.

Seconded: Mr. Chirip

Discussion: None

All were in favor.

ADJOURN:

Mr. Chirip motioned to adjourn at 8:58 p.m.


Seconded: Mr. Qarmout

Discussion: None

All were in favor.

Mayor Phillips announced the next Township Committee Meeting is scheduled for May 18, 2020, at 7:00 p.m. It is anticipated that this meeting will be held remotely.

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



Mark Zschack, RMC
Township Clerk

Date Approved: May 18, 2020

**RESOLUTION 2020-85
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
SUSSEX COUNTY, NEW JERSEY**

**EXTENDING THE GRACE PERIOD FOR SECOND QUARTER 2020
PROPERTY TAXES TO JUNE 1, 2020**

WHEREAS, in light of the dangers posed by Coronavirus disease 2019 ("COVID-19"), New Jersey Governor Murphy issued Executive Order No. 103 on March 9, 2020, which declared both a Public Health Emergency and State of Emergency; and

WHEREAS, on April 7, 2020, Governor Murphy issued Executive Order No. 119, which declared that the Public Health Emergency declared in Executive Order No. 103 continues to exist; and

WHEREAS, pursuant to N.J.S.A. 54:4-66(a), second-quarter property taxes in Green Township are due May 1, 2020; and

WHEREAS, it is recognized, as set forth in Executive Order No. 130, the COVID-19 outbreak has caused substantial economic disruption for many property taxpayers throughout the State, making it difficult for many residents to meet the May 1, 2020, due date for timely payment of real property taxes; and

WHEREAS, per N.J.S.A. 54:4-67(a), Green Township previously provided that no interest shall be charged if property taxes are paid within ten calendar day following the date upon which property taxes become delinquent, thereby establishing a grace period running through May 11, 2020, for second-quarter property taxes; and

WHEREAS, Governor Murphy issued Executive Order No. 130 on April 28, 2020, which permits any municipal governing body to adopt a resolution instituting a grace period concluding on a date no later than June 1, 2020, for the payment of second-quarter property taxes.

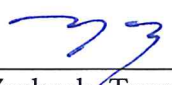
NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Green in the County of Sussex and State of New Jersey, that the grace period for second quarter 2020 property tax payments shall be extended to June 1, 2020; and

BE IT FURTHER RESOLOVED that the Township Clerk shall notify the Director of the Division of Local Government Services in the Department of Community Affairs of this resolution instituting an extended grace period not later than the third business day next following the adoption of this Resolution.

DATED: May 4, 2020

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a resolution adopted by the Township Committee at a regular meeting held on May 4, 2020.

RESOLUTION 2020-85
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
SUSSEX COUNTY, NEW JERSEY



Mark Zschack, Township Clerk

cc: Linda Padula, CFO
Karen Ferrone, Tax Collector

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip		√	√			
Mr. Conkling	√		√			
Mr. Qarmout					√	
Mrs. Raffay			√			
Mrs. Phillips			√			


RESOLUTION 2020-88
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ

BILLS LIST (04/16/2020 to 05/01/2020)

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF GREEN IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY that the List of Bills dated from 04/16/2020 to 05/01/2020 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: May 4, 2020

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a resolution adopted by the Township Committee at a regular meeting held on May 4, 2020.



Mark Zschack, Township Clerk

cc: Linda Padula, CFO

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip			√			
Mr. Conkling		√	√			
Mr. Qarmout	√		√			
Mrs. Raffay			√			
Mrs. Phillips			√			

List of Bills - CLEARING ACCOUNT (FUND 01 02 04 12 19)

Meeting Date: 05/04/2020 For bills from 04/16/2020 to 05/01/2020

Check#	Vendor	Description	Payment	Check Total
9570	33 - AT&T	PO 14517 Long Distance	76.53	76.53
9571	1908 - Brady & Correale, LLP	PO 14520 Legal Services - Land Use Board	300.00	300.00
9572	236 - Cahills Farm	PO 14535 Opening & Closing of Park Gates	491.66	491.66
9573	1952 - Contral Security Corporation	PO 14583 Fire Alarm System - DPW Building	9,035.00	9,035.00
9574	65 - County of Sussex - Treasury	PO 14523 2020 County Open Space Tax	2,669.32	2,669.32
9575	62 - County of Sussex - Treasury	PO 14521 2020 County Purpose Tax	634,471.68	634,471.68
9576	64 - County of Sussex - Treasury	PO 14522 2020 County Library Tax	43,709.66	43,709.66
9577	528 - Griffith-Allied Trucking LLC	PO 14420 Diesel Fuel Delivery	183.58	183.58
9578	120 - Harold E. Fellow & Associates, Inc.	PO 14577 Legal Service - Land Use Board	195.00	195.00
9579	190 - JCP&L	PO 14501 Street Lighting	39.12	39.12
9580	1907 - JPMonzo Municipal Consulting, LLC	PO 14602 Webinar for Karen Ferrone & Linda Padula	100.00	100.00
9581	1153 - Lowe's	PO 14443 Hardware	564.77	564.77
9582	1924 - Modern Group LTD	PO 14444 Chipper Parts	1,617.00	1,617.00
9583	1960 - Navitend	PO 14394 2020 Agreement Office 365	1,750.00	1,750.00
9584	2044 - New Jersey Herald	PO 14604 Renewal Herald 2020	215.80	215.80
9585	90 - New Jersey Herald, Inc.	PO 14485 Legal Ads	143.40	143.40
9586	98 - NJ-Dept of Health and Senior Svs	PO 14534 Dog License fees	22.80	22.80
9587	1844 - Power Place, Inc.	PO 14475 DPW-Equip parts	23.66	23.66
9588	1152 - Statewide Insurance Fund	PO 14513 Workers Comp/All Lines Insurance	30,947.50	30,947.50
9589	624 - Suburban Propane	PO 14454 Propane Delivery MB	737.95	737.95
9590	114 - Sussex County MUA	PO 14498 Municipal/Household Waste	8,341.44	8,341.44
9591	604 - TAB Microfilm Services, Inc.	PO 14411 Record Storage 2020	579.18	579.18
9592	76 - Tomar Industries, Inc.	PO 14486 Janitorial Supplies	41.45	41.45
9593	1703 - Town of Newton	PO 14496 Municipal Court - Shared Services	11,250.00	11,250.00
9594	1051 - Treasuer, State of New Jersey	PO 14603 Marriage Lic/Civil Union License	50.00	50.00
9595	716 - Tri-State Rental, Inc.	PO 14463 Various Rentals	184.46	184.46
9596	34 - Verizon	PO 14605 April Phone Bill 2020	926.92	926.92
9597	105 - W.E. Timmerman Equipment Co., Inc.	PO 14460 DPW Sweeper	525.22	525.22
TOTAL				749,193.10

Total to be paid from Fund 01 CURRENT FUND	739,610.08
Total to be paid from Fund 02 FEDERAL & STATE GRANTS	525.22
Total to be paid from Fund 04 GENERAL CAPITAL	9,035.00
Total to be paid from Fund 12 ANIMAL FUND	22.80
	=====
	749,193.10

Checks Previously Disbursed

9999	Payroll Account	4/30/2020	35,617.81	4/28/2020
9999	Payroll Account	4/15/2020	34,329.69	4/15/2020

				69,947.50

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	69,947.50	739,610.08	809,557.58
Fund 02 FEDERAL & STATE GRANTS		525.22	525.22
Fund 04 GENERAL CAPITAL		9,035.00	9,035.00
Fund 12 ANIMAL FUND		22.80	22.80

BILLS LIST TOTALS	69,947.50	749,193.10	819,140.60
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