

**MINUTES
GREEN TOWNSHIP COMMITTEE
REGULAR MEETING MARCH 21, 2022**

CALL TO ORDER

Mayor Phillips called the March 21, 2022, meeting of the Green Township Committee to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

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

Mayor Phillips stated that she misreported the length of the term that Mr. DeYoung is filling. The person that will win the November election for the two-year unexpired term will be sworn in immediately upon certification of the election results. Mayor Phillips misstated that Mr. DeYoung would remain in the seat until January 1, 2023.

OATH OF OFFICE: The Oath of Office was administered to Mr. DeYoung. Congratulations!

ROLL CALL: Present: Mr. James Chirip, Mr. James DeYoung, Mr. Bader Qarmout, and Mayor Margaret "Peg" Phillips

Absent: Mrs. Virginia "Ginnie" Raffay
Mr. Qarmout motioned to excuse the absent member.
Seconded: Mr. Chirip
Discussion: None
All were in favor.

Also present: Mr. Mark Zschack, Township Clerk/Administrator; Mr. Angelo Bolcato, Township Attorney; Mr. Jason Miller, Superintendent of Public Works; 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. There being no public comments offered, Mayor Phillips closed Open Public Session #1.

CONSENT AGENDA:

- 1. RESOLUTIONS:** (Approval of the Following)
None
- 2. CORRESPONDENCE:** (Acceptance for Filing of the Following)
 - a. Letter received March 14, 2022, from Statewide Insurance Fund Regarding Safety and Loss Control Award for 2021 Awarded to Green Township
 - b. Letter received March 10, 2022, from County of Sussex Department of Engineering and Planning Regarding NJDOT Bridge Replacement Project Route 206 Over Branch of Pequest
 - c. Andover Borough Ordinance Introduced March 14, 2022, Amending Chapter 104 (Property Maintenance) of the Code to Prohibit the Depositing of Materials on Any Street or Highway
- 3. REPORTS:** (Acceptance for Filing of the Following)
 - a. Green Township Municipal Court Cashbook Report - February 2022
 - b. Sussex County Department of Health - February 2022
 - c. Sussex County Open Space Committee Minutes - September 23, 2021

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- d. Sussex County Agriculture Development Board Minutes - January 18, 2022
- e. Open Space Advisory Committee Minutes - January 5, 2022
- f. Recreation Advisory Committee Minutes - January 18 and February 15, 2022

Mr. Chirip motioned to move the Consent Agenda

Seconded: Mr. Qarmout

Discussion: None

Upon roll call vote:

Ayes: Chirip, DeYoung, Qarmout, Phillips

Nays: None

Abstentions: None

Absent: Raffay

DISCUSSIONS:

- a. **(LOSAP) Length of Service Awards Program** - Mayor Phillips explained the discussion that took place at the last meeting. The dollar amount for the LOSAP program is currently \$550.00 and has been in place for 20 years. With the CPI adjustments, the LOSAP contribution can be increased up to \$703.64 by resolution. After a brief discussion, the Committee agreed to consider resolutions regarding increasing the LOSAP amount as well as a yearly adjustment.
- b. **Road Improvement and Drainage Projects** - Mr. Zschack reviewed a spreadsheet of anticipated road improvement projects that will be adjusted and updated as needed. A meeting will be held tomorrow with a company to review the cape sealing process. Mr. Miller reviewed the drainage projects to be completed.

OLD BUSINESS: None

NEW BUSINESS:

- a. **Introduction Ordinance 2022-04** - Amending Ordinance 2021-06 Appropriating \$19,000.00 from the General Capital Reserve "Purchase of DPW Truck" for the Purchase of DPW Truck to Increase the General Capital Improvement Fund Appropriation from \$162,000.00 to \$175,000.00

Mr. Qarmout motioned to introduce the ordinance and move to Public Hearing to April 4, 2022

Seconded: Mr. DeYoung

Discussion: Mr. Qarmout asked if any adjustment to the price was made. The Township Attorney explained that the company did not make any adjustments for any other clients therefore no adjustment was made for Green Township.

Upon roll call vote:

Ayes: Chirip, DeYoung, Qarmout, Phillips

Nays: None

Abstentions: None

Absent: Raffay

- b. **Minutes ready for approval** - March 7, 2022, regular meeting and executive session
March 15, 2022, special meeting and executive session

Motion: Mr. Chirip

Seconded: Mr. Qarmout

Discussion: None

Upon roll call vote:

Ayes: Chirip, Qarmout, Phillips

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Nays: None
Abstentions: DeYoung
Absent: Raffay

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

Gas Expansion on Pequest Road - The Township has reached out to Elizabethtown Gas to consider the placement of a gas main while the roadway is under construction this summer. There is a five-year moratorium for road openings for all NJDOT funded projects, therefore we would like to have a gas main installed prior to milling and paving. A cost analysis will be performed for installing gas to Green Hills School.

Gas Expansion Lake Tranquility - We have received numerous complaints concerning the patches for the gas installation in the Lake Tranquility section. The Superintendent of Public Works and I will be meeting with the Township Engineer and Elizabethtown Gas tomorrow to review said problems.

Budget Amendment - The Township has received a reduction of state aid in the amount of \$2,205.00, therefore, an amendment to the budget is warranted. A resolution for the change will be presented at the April 4th meeting prior to the budget adoption.

Bid Opening Lawn Maintenance - The bid opening for the Lawn Maintenance RFP is scheduled for Wednesday, March 23rd at 3:00 p.m. The Township's QPA Sean Canning will be in attendance to open and record the bids.

Fire Inspections in Green Township - We have been informed that the State of NJ Division of Fire Safety will be giving the green light for the Sussex County Fire Marshal's Office to take over the inspections in Green Township as of July 1, 2022. One item that was brought up by the DFS was that he needs to make sure any town that he takes over has a provision in their "Property Maintenance Ordinance" stating that the local construction office will handle the smoke and CO detector inspections for home sales. We will look to get this completed prior to Sussex County taking over.

The Louis Bay 2nd Future Municipal Leaders Scholarship Competition - We have received two applications for the Louis Bay 2nd Future Leaders Scholarship competition from two Newton High School students. Please review and evaluate the essays and choose a candidate based on the judging criteria before weeks end. Please send your choice of #1 or #2 to the Deputy Clerk or I.

Mr. Zschack congratulated the Township Attorney, Mr. Bolcato and Mrs. Leo on their recognition of the 2022 New Jersey Super Lawyers.

MATTERS FROM THE GOVERNING BODY: Mayor Phillips stated that she has been in conversations with the Principal of Green Hills School, Mr. Bollette, regarding trying to revive Student Government Day. The tentative date is May 2, 2022. More information will follow.

Mayor Phillips requested that the Township Committee be kept informed of any projects the DPW helps with at Green Hills School.

Mayor Phillips noted the award for 2021 Loss Control Award presented to Green Township by Statewide Insurance Fund.

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Mayor Phillips stated that she will be working on reassignments for the subcommittees and the replacement for Mr. Conkling and expressed interest in filling Mr. Conkling's one-year term on the Open Space Advisory Committee.

Mr. Qarmout welcomed and congratulated Mr. DeYoung and also congratulated Mr. Bolcato and Mrs. Leo on their recognitions. Mr. Qarmout wished the best of luck to all the candidates that are seeking a seat on the Township Committee.

Mr. Chirip asked where the rescue monies fit into the budget. Mr. Zschack responded that the grant money will be used for drainage improvements in the Lake Tranquility area and possibly computer software. Regulations are in place for spending the grant money.

Mr. Chirip asked when the basin clean-up will begin. Mr. Zschack responded the storm drain cleanup will begin very soon.

Mr. Chirip congratulated and welcomed Mr. De Young and congratulated Mr. Bolcato on his recognition.

Mr. DeYoung thanked everyone for their support.

MATTERS FROM THE TOWNSHIP ATTORNEY: Mr. Bolcato welcomed Mr. DeYoung and stated that he will have a few matters to report on in Executive Session.

MATTERS FROM THE SUPERINTENDENT OF PUBLIC WORKS: Mr. Miller stated that the school reached out for help with laying out qp behind the dugouts; he is awaiting confirmation.

Mr. Miller provided the following update:

- Street sweeping has begun
- Fleet maintenance switching out summer vehicles
- Repair basins and drainage will begin
- EverGreen Park bathrooms will be de-winterized on April 4, 2022
- Spring clean-up will begin

OPEN PUBLIC SESSION #2: Mayor Phillips opened Public Session #2 for public comments. There being no public comments offered, Mayor Phillips closed Open Public Session #2.

EXECUTIVE SESSION: Resolution ES2022-07

Contract Negotiations - Greendell Post Office

Litigation - Block 16, Lot 21.02

Litigation - Frelinghuysen v Green Township and Green Township Volunteer Fire Department

Mr. Chirip motioned to enter Executive Session at 7:51 p.m.

Seconded: Mr. Qarmout

Discussion: None

All were in favor.

The Committee returned to Open Public Session at 8:34 p.m.

Mr. Chirip motioned to adjourn Executive Session and return to Open Public Session

Seconded: Mr. DeYoung

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Discussion: None
All were in favor.

Mayor Phillips noted the next Township Committee Meeting is scheduled for Monday, April 4, 2022, at 7:00 p.m.

Mayor Phillips announced the service arrangements for Mr. Conkling.

ADJOURNMENT:

Mr. Chirip motioned to adjourn at 8:36 p.m.

Seconded: Mr. DeYoung

Discussion: None

All were in favor.

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



Mark Zschack, RMC
Township Clerk

Date Approved: April 4, 2022

ORDINANCE NO. 2022-04

TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NEW JERSEY

**ORDINANCE AMENDING ORDINANCE 2021-06
APPROPRIATING \$19,000.00 FROM THE GENERAL
CAPITAL RESERVE "PURCHASE OF DPW TRUCK" FOR
THE PURCHASE OF DPW TRUCK TO INCREASE THE
GENERAL CAPITAL IMPROVEMENT FUND
APPROPRIATION FROM \$162,000.00 TO \$175,000.00**

WHEREAS, Ordinance No. 2021-06 of the Township of Green appropriated a total of \$181,000.00, with \$19,000.00 from the Township's General Capital Reserve "Purchase of DPW Truck", and \$162,000.00 from the Township's General Capital Improvement Fund, for the purchase of a DPW truck (chassis and dump body); and

WHEREAS, The Township Committee of the Township of Green authorized the purchase of a new Mark-E SA Dump Body from Henderson Products, Inc., 94 North Dell Avenue Kenil, New Jersey, 07847 in the amount, not to exceed, \$79,000.00. Said purchase is authorized utilizing the Sourcewell Cooperative Contract 080818-HPI.

WHEREAS, an additional \$13,000.00 is required and warranted to complete said purchase; and

WHEREAS, the Township Committee has determined that Ordinance 2021-06 should be amended to appropriate an additional \$13,000.00 from the Township General Capital Fund Balance, thereby increasing the total appropriate amount from the Township General Capital Improvement Fund to \$175,000.00 for the purchase of a DPW truck; and

WHEREAS, the Chief Financial Officer has attested to the availability of funds in the General Capital Improvement Fund in an amount not to exceed \$175,000.00 for this purpose.

ORDINANCE NO. 2022-04
TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NEW JERSEY

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Green, in the County of Sussex, New Jersey as follows:

1. Ordinance 2021-06 is hereby amended to appropriate an additional \$13,000.00, for a total of \$175,000.00 from the Township's General Improvement Fund for the purchase of a DPW truck.
2. This Ordinance shall take effect after publication after final adoption, as provided by law.

ATTEST

TOWNSHIP OF GREEN

Mark Zschack, RMC, Township Clerk

Margaret Phillips, Mayor

cc: Linda Padula, CFO

Record of Vote - Introduction:

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

Record of Vote - Adoption:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip						
Mr. DeYoung						
Mr. Qarmout						
Mrs. Raffay						
Mayor Phillips						

INTRODUCED: March 21, 2022
ADOPTED:

ADVERTISED:
ADVERTISED:

RESOLUTION ES 2022-07
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 (N.J.S.A. 10:13-12) permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, N.J.S.A. 10:4-13 requires the adoption of a resolution prior to the Township Committee going into Closed Session stating the general nature of the subject matter to be discussed and generally the time and circumstances under which the discussion conducted in Closed Session can be disclosed to the public;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Green, County of Sussex, State of New Jersey as follows:

1. The public shall be excluded from discussion of and action upon and hereinafter specified subject matter(s)
2. The general nature of the subject matter(s) to be discussed is as follows:

_____ Personnel

X Contract Negotiation

_____ Real Property

_____ Public Safety

X Litigation/Potential Litigation

_____ Attorney-Client
3. It is anticipated at this time that the above stated subject matter(s) will be made public at the conclusion of each individual specified subject matter.
4. This resolution shall take effect immediately.

Dated: March 21, 2022

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 meeting held on March 21, 2022.



Mark Zschack, RMC, Township Clerk

Record of Vote:

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