

**GREEN TOWNSHIP COMMITTEE
MAY 13, 2015**

CALL TO ORDER

The May 13, 2015, meeting of the Green Township Committee was called to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

Mrs. Peralta presented Mayor Phillips with a Mayor shirt and pin from the League of Municipalities.

OATH OF OFFICE was administered by Mrs. Linda Peralta, Township Clerk/Administrator, to Mr. Joshua Faller, Acting Township Clerk/Administrator

OATH OF OFFICES were administered by Acting Township Clerk/Administrator, Joshua Faller to Acting Members of the Governing Body and Acting Officials of the Township

ACTING MAYOR BERDEJ read the following notice: Adequate notice of this public meeting has been made in accordance with the Open Public Meetings Act of 1975 inasmuch as a notice has been published in the New Jersey Herald, transmitted to the Star Ledger and posted at the Municipal Building, 150 Kennedy Road, Tranquility, NJ.

ROLL CALL: Present: Mr. Conkling, Mrs. Phillips, and Mr. Reinbold

Absent: Mr. Chirip and Mr. Kurzeja

Mrs. Phillips motioned to excuse Mr. Chirip and Mr. Kurzeja

Seconded: Mr. Conkling

Discussion: None

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

ROLL CALL OF ACTING OFFICIALS: Present: Mr. Berdej, Miss Cooper, Miss Matulewski, Miss Muresan, and Mr. Polyak

Also Present: Clerk/Administrator, Mrs. Linda Peralta; Township Attorney, Mr. Rich Stein; Municipal Department Head, Mr. Watson Perigo, and Deputy Clerk, Mrs. Patty DeClesis

Presentation of Resolution of Recognition to Eagle Scout Thomas Zappe – Acting Committee Member Polyak read the resolution and Mayor Phillips presented the resolution to Thomas. Congratulations Thomas!

ACTING DEPUTY MAYOR MURESAN read the following: All items listed on this Consent Agenda are considered to be routine by the Members of the Township Committee and will be enacted on by one motion. There will be no separate discussion of these items unless a Committee Member or Citizen so requests in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

CONSENT AGENDA:

- a. **Resolution 2015-73** - Appoint Dennis Walker to Environmental Advisory Committee
- b. **Resolution 2015-74** - Tax Refund – Isabel Brown
- c. **Minutes ready for approval** – April 27, 2015, regular minutes

Motion: Mr. Polyak

Seconded: Miss Cooper

Discussion: None

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

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Mr. Kurzeja				X
Mr. Reinbold	X			
Mrs. Phillips	X			
Miss Cooper	X			
Miss Matulewski	X			
Miss Muresan	X			
Mr. Polyak	X			
Mr. Berdej	X			

NEW BUSINESS:

a. Resolution 2015-75 – Bills List (04/08/15 to 05/06/15)

Motion: Mr. Polyak
 Seconded: Miss Muresan
 Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip				X
Mr. Conkling	X			
Mr. Kurzeja				X
Mr. Reinbold	X			
Mrs. Phillips	X			
Miss Cooper	X			
Miss Matulewski	X			
Miss Muresan	X			
Mr. Polyak	X			
Mr. Berdej	X			

b. Resolution 2015-76 – Continuation of Sussex County Farmland Preservation, Recreation and Open Space Trust Fund

Motion: Miss Matulewski
 Seconded: Mr. Polyak
 Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip				X
Mr. Conkling	X			
Mr. Kurzeja				X
Mr. Reinbold	X			
Mrs. Phillips	X			
Miss Cooper	X			
Miss Matulewski	X			
Miss Muresan	X			
Mr. Polyak	X			
Mr. Berdej	X			

OLD BUSINESS: None

CERTIFICATES OF APPRECIATION AND RECOGNITION:

Clean Communities Program - 2015 Presentation of Certificates of Appreciation - Acting Committee Member Matulewski and Acting Committee Member Cooper presented certificates to participating organizations in the 2015 Clean Communities Program. Mayor Phillips thanked all the organizations for their participation.

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CORRESPONDENCE: Mr. Faller noted the following:

- There are two items that need further discussion after the Student Government Day portion of the meeting.
- The Municipal Planning Incentive Grant Application has been given conditional Green Light Approval for the purchase of farmland preservation at Block 17 Lots 9 and 10 on Pequest Road.

REPORTS FROM THE ACTING OFFICIALS:

The Acting Officials per the following list individually read a report regarding what they had learned during the day. The reports are attached to and made a part of these minutes.

Acting Mayor Phillips	Darius Berdej
Acting Deputy Mayor Chirip	Roberta Muresan
Acting Township Committee Conkling	Chris Polyak
Acting Township Committee Kurzeja	Victoria Cooper
Acting Township Committee Reinbold	Leila Matulewski
Acting Township Clerk/Administrator	Joshua Faller
Acting Deputy Clerk	Lauren Barbato / Brooke Freund
Acting Municipal Department Head	Charlie DaSilva* / Matt Rosa
Acting Recreation Chair	Anthony Laite* / Natalie Yost / Kyleigh Bernstein
Acting Treasurer/CMFO	Gianna Giordano
Acting Tax Collector	Allyson McDonnell
Acting Tax Assessor	Nina Matullo / Julia Jeffer
Acting Board of Adjustment/Planning Board Chairs	Christopher Bilik / Paige Strangeway / Reese Matonis
Acting Open Space Chair/Emergency Services	Cullen Orabone / Vanessa Adams / Payton Ernst
Acting Environmental Chair	JoAnna Lipert / Ryan Kaiser / Brianna Pinilla
Acting Construction Secretary	Sara Saks

*Not present

MATTERS FROM THE GOVERNING BODY: Mr. Conkling noted that for a second time in Green Township's history a female Mayor was chosen. This is a unique opportunity to have the first female Mayor in the audience, Mrs. Marie Bilik.

MATTERS FROM THE TOWNSHIP CLERK/ADMINISTRATOR: None at this time.

RESOLUTION 2015-77 from Acting Officials read by Acting Mayor Berdej and Acting Deputy Mayor Muresan. The Acting Committee members signed the Resolution and the Acting Clerk signed and sealed the Resolution.

	AYE	NAY	ABSTAIN	ABSENT
Miss Cooper	X			
Miss Matulewski	X			
Miss Muresan	X			
Mr. Polyak	X			
Mr. Berdej	X			

PRESENTATIONS OF CERTIFICATES OF APPRECIATION AND RECOGNITION:

Mayor Phillips and Mr. Reinbold awarded each participating student with a certificate of recognition. Mayor Phillips stated that she hopes the students enjoyed the day and hopes that the students take something they learned for the rest of their life and possibly some interest in local government. Mayor Phillips truly enjoys the day. Thank you to Green Hills School for allowing the students to participate in the day.

PUBLIC COMMENTS AND/OR QUESTIONS: None

MAYOR PHILLIPS ANNOUNCED THE CONCLUSION OF THE STUDENT GOVERNMENT DAY PORTION OF MEETING

(brief break at 7:52 p.m.)

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Mayor Phillips called the meeting back to order at 8:04 p.m.

CORRESPONDENCE (continued)

- Request for Affordable Housing Trust Funds from the Habitat for Humanity – Mr. Stein explained that Habitat applied for a self-help homeownership opportunity program grant for \$15,000.00 for 29 Hillside Terrace. It was determined that the process would cost the Township much in professional fees. Mr. Stein suggested that Habitat send a letter to apply to the Township's housing fund for the \$15,000.00. Ms. DeCoursey requested the Township contribute \$15,000.00 from its affordable housing trust fund to the project to help offset the costs. Mr. Conkling stated that with the uncertainty of COAH and the Township's spending plan, can we and should we spend the money. Mr. Stein stated that it is the opinion of his firm that judicial approval is needed prior to the Township spending any funds.
- Mr. Stein's letter of May 5, 2015, acknowledging his service for Green Township and the other five towns that he will represent in the Hopkins OPRA suit. Mr. Stein briefly explained the massive OPRA lawsuit filed by Mr. Hopkins, Tax Assessor for Jefferson Township, Riverdale and Butler. Mr. Stein has prepared a resolution stating that he will be entering into a joint defense agreement with the towns he represents. The resolution will be on the agenda for the next Committee meeting.

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

- On May 30, 2015, the Lake Tranquility Community Club will host a fundraiser and anticipate a large amount of attendees. They would like permission to change the flow of traffic for the day similar to what they did for the swim tournament couple of years ago. They are requesting to borrow signs and cones from the DPW. The Committee approved their request.
- Several Use of Facilities Requests - M&M Mars requests to use EverGreen Park. The Committee discussed whether "for profit organizations" should be using the Township's Park. The new park ordinance states that only non-profit organizations could use the park. The ordinance also contemplates charging "for profits" for use of the park. After a brief discussion, the Committee approved their request and suggest that M&M Mars make a donation towards Green Township Day.

Skylands Cycling Club hosts a bicycle event using the campground on Phillips Road as their starting and ending points. Mr. Conkling has a problem with the way the event was run the last two years. They had stopped traffic going in the opposite direction, the cyclists crossed the double yellow lines and took up both lanes of the road. They should not be allowed to stop traffic and they should stay in their lanes as they are making turns. Mrs. Peralta read the rules that the cyclists must adhere to. The Committee feels that as long as they adhere to those rules, they will approve their request.

Jessica Quinn requests use of any field to do a kids fitness program. This is a for profit organization that will charge for the event. Mrs. Peralta feels that if the Committee denies these requests, then people will use the park to hold events without completing the Use of Facilities and Hold Harmless Forms and/or supplying a Certificate of Insurance. It is preferable to have them complete the required forms and obtain permission to use the facilities. Mr. Stein added that public parks are open to the public. The Committee is not in favor of "for profit organizations" using the Township park. Mr. Reinbold approved. Mr. Conkling does not approve. Mayor Phillips approves at this time until the new park ordinance is completed. Mayor Phillips does not favor the idea of a business using the Township park for profit. The soccer fields will not be available for the fitness program.

Girl Scout Troop 930 requests use of EverGreen Park Trail for a 3K color run on September 12 or 13. They expect 75-100 vehicles in the parking lot. The amount anticipated will conflict with ongoing soccer games on Saturday. The Committee feels Sunday would be the better day. Mrs. Peralta will contact the requestor to obtain more information and email the Committee with her decision.

- Loss of Control Service Visit Report from Mr. Ivan Cohen of Statewide Insurance. Mr. Cohen inspected all Township properties. The report includes many recommendations with timeframes to be met. Mrs. Peralta will contact the Risk Manager, Mr. Wayne Dietz to discuss the report.
- A resident has a son who wants to do his Eagle Scout project. His original idea was to install a cement chess table and benches at EverGreen Park. Another thought is to do something at Pittenger Park,

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however Mr. John Miller, Township Engineer, stated the park is in a flood hazard area and part of fresh wet lands. Mrs. Peralta had an idea to install picnic tables and a bench at Papa Park. The Boy Scout is interested in doing the project at Papa Park and plans to make a presentation to the Township Committee.

MATTERS FROM THE GOVERNING BODY: Mr. Conkling requested permission to speak with the Township Engineer, Mr. John Miller, regarding some of the Township roads that are not holding up. There appears to be many significant cracks and potholes. The Committee agreed to Mr. Conkling contacting Mr. Miller.

Mayor Phillips attended Sussex County Day on May 3, 2015, at Sussex County Community College. There were many business tables along with some municipalities represented.

MATTERS FROM THE TOWNSHIP ATTORNEY: No further matters.

MATTERS FROM THE MUNICIPAL DEPARTMENT HEAD: Wood chipping has been completed. Sweeping is almost done. The new "Soccer Fields Closed" signs have come in. Mr. Perigo asked for confirmation that the fields are closed for the season except for designated use. Mayor Phillips confirmed that only the recreational soccer program has permission to use the soccer fields on certain days of the week. The first chemical treatment was done on Tuesday, May 12, 2015.

PUBLIC COMMENTS AND/OR QUESTIONS: None

EXECUTIVE SESSION: None

ADJOURN:

Mr. Conkling motioned to adjourn at 9:07 p.m.

Seconded: Mr. Reinbold

Discussion: None

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

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


Linda Peralta, RMC
Clerk/Administrator

5/28/2015
Date Approved



Township of Green

P.O. BOX 65, 150 KENNEDY RD.
TRANQUILITY, N.J. 07879
TELEPHONE: (908) 852-9333
FAX: (908) 852-1972

**RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF GREEN
COUNTY OF SUSSEX
STATE OF NEW JERSEY
IN RECOGNITION OF**

THOMAS ZAPPE

**FOR HIS OUTSTANDING ACCOMPLISHMENT IN OBTAINING
THE RANK OF EAGLE SCOUT**

WHEREAS, during his many years in scouting **THOMAS ZAPPE** has displayed characteristics of leadership and initiative; and

WHEREAS, **THOMAS ZAPPE** is to be applauded for his accomplishment and for his citizenship;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF GREEN, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY, on this 13th day of May, 2015, that **THOMAS ZAPPE** is recognized, commended, and congratulated for attaining the rank of Eagle Scout and wished continued success in the future.

DATED: May 13, 2015

Margaret "Peg" Phillips, Mayor

James Chirip, Deputy Mayor

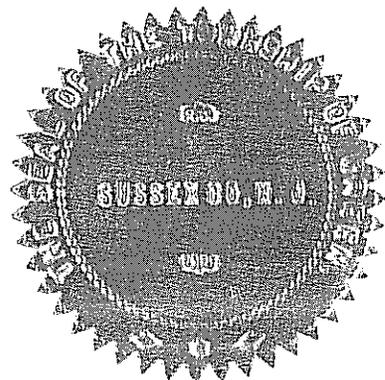
Daniel Conkling

Steve Kurzeja

Jason Reinbold

ATTEST:

Linda Peralta, RMC, Clerk/Administrator



**RESOLUTION 2015-74
TOWNSHIP COMMITTEE- TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

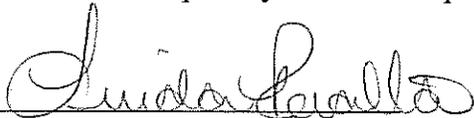
BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF GREEN IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY that the following taxes be refunded as hereinafter set forth:

BLOCK	LOT	NAME AND REASON	AMOUNT
03	3.05	Isabel R. Brown PO Box 59 Blairstown, NJ 07825	\$3,300.37

Mortgage company paid taxes after property was sold. Mortgage account closed, therefore, a refund is due directly to prior homeowner.

DATED: May 13, 2015

I, Linda Peralta, 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 May 13, 2015.



Linda Peralta, Township Clerk

Cc: Karen Ferrone, Tax Collector
Linda Padula, CMFO

	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN	ABSENT
Miss Cooper	✓ 2nd			
Miss Matulewski	✓			
Miss Muresan	✓			
Mr. Polyak	✓ 1st			
Mr. Berdej	✓			
Mr. Chirip				✓
Mr. Conkling	✓			
Mr. Kurzeja				✓
Mr. Reinbold	✓			
Mrs. Phillips	✓			

**RESOLUTION 2015-75
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

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 04/08/2015 to 05/06/2015 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: May 13, 2015

I, Linda Peralta, 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 May 13, 2015.


Linda Peralta, Township Clerk

cc: Linda Padula, CFO

Vote on Resolution:

	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN	ABSENT
Miss Cooper	✓			
Miss Matulewski	✓			
Miss Muresan	✓ 2nd			
Mr. Polyak	✓ 1st			
Mr. Berdej	✓			
Mr. Chirip				✓
Mr. Conkling	✓			
Mr. Kurzeja				✓
Mr. Reinbold	✓			
Mrs. Phillips	✓			

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

Meeting Date: 05/13/2015 For bills from 04/08/2015 to 05/06/2015

Check#	Vendor	Description	Payment	Check Total
5583	167 - Allamuchy-Green First Aid Squad	PO 11099 Clean Communities 2015	300.00	300.00
5584	167 - Allamuchy-Green First Aid Squad	PO 11121 2015 Budget	20,000.00	20,000.00
5585	528 - Allied Oil Company, LLC	PO 10835 2015 Gasoline	635.49	635.49
5586	83 - American Wear, Inc.	PO 10900 2015 Uniform Cleaning	234.00	234.00
5587	33 - AT&T	PO 11118 April Telephone - Long Distance	66.34	66.34
5588	323 - Beaver Run Farms Inc.	PO 11026 Qp 5-a stone	413.10	413.10
5589	175 - Boy Scouts Troop #184	PO 11094 Clean Communities 2015	300.00	300.00
5590	1228 - Chelbus Cleaning Co., Inc.	PO 10821 2015 Cleaning Services	215.00	215.00
5591	170 - Cub Scout Pack 184	PO 11105 Clean Communities 2015	300.00	300.00
5592	1180 - D&H Alternative Risk Solutions Inc.	PO 11066 2015/2016 Insurance Premium for Re	1,085.00	1,085.00
5593	1599 - Dover Brake & Clutch Co., Inc.	PO 11032 Truck Parts DPW 2015	772.19	
		PO 11032 Truck Parts DPW 2015	93.96	866.15
5594	158 - Ferraioli, Wielkocz, Cercullo Cuva	PO 10442 2014 Audit	12,847.50	12,847.50
5595	1007 - Finch Fuel Oil Co., Inc	PO 10831 Diesel Delivery - DPW	450.36	450.36
5596	17 - First Byte Corporation	PO 11062 Annual support for tax maint. agree	2,095.00	2,095.00
5597	1357 - Frelinghuysen Township	PO 11114 Construction Receipts	16,551.00	16,551.00
5598	1055 - Girl Scout Troop #1070	PO 11104 Clean Communities 2015	300.00	300.00
5599	1782 - Girl Scout Daisy Troop 96153	PO 11096 Clean Communities 2015	300.00	300.00
5600	1785 - Girl Scout Troop #4542	PO 11097 Clean Communities 2015	300.00	300.00
5601	406 - Girl Scout Troop 1004	PO 11098 Clean Communities 2015	300.00	300.00
5602	1717 - Girl Scout Troop 4082	PO 11092 Clean Communities 2015	300.00	300.00
5603	1719 - Girl Scout Troop 5004	PO 11108 Clean Communities 2015	300.00	300.00
5604	1654 - Girl Scout Troop 5015	PO 11109 Clean Communities 2015	300.00	300.00
5605	1652 - Girl Scout Troop 5725	PO 11103 Clean Communities 2015	300.00	300.00
5606	1653 - Girl Scout Troop 930	PO 11110 Clean Communities 2015	300.00	300.00
5607	1779 - Greco Landscaping and Lawn Maintena	PO 11069 2015 Field Maintenance and Treatmen	4,400.00	4,400.00
5608	1398 - Green Hills School - 5th Grade	PO 11095 Clean Communities 2015	300.00	300.00
5609	171 - Green Township Seniors	PO 11107 Clean Communities 2015	300.00	300.00
5610	171 - Green Township Seniors	PO 11122 2015 Budget	2,000.00	2,000.00
5611	1390 - Green Township Sporting Club	PO 11106 Clean Communities 2015	300.00	300.00
5612	176 - Green Twp Historical Society	PO 11100 Clean Communities 2015	300.00	300.00
5613	169 - Green Twp. Volunteer Fire Dept.	PO 11123 2015 Budget	50,000.00	50,000.00
5614	108 - Honeywell Inc.	PO 10810 2015 Mechanical Maint.	1,386.00	1,386.00
5615	1603 - J. Caldwell & Associates	PO 6925 Land Use Ordinance revision	3,568.50	3,568.50
5616	1733 - Kip Pierson	PO 11081 Entertainment for Summer BBQ	250.00	250.00
5617	1314 - Lake Tranquility Community Club	PO 11093 Clean Communities 2015	300.00	300.00
5618	1153 - Lowe's	PO 11061 Clean Communities Supplies	318.70	
		PO 11079 DPW Drainage & Supplies	303.55	622.25
5619	127 - Lyn Paul Aaroe, Esq.	PO 11059 Board of Adjustment meeting 4/2/201	50.00	50.00
5620	1353 - MailFinance	PO 10809 Lease for Postage Machine	242.70	242.70
5621	1531 - Margaret Phillips	PO 11064 Egg Hunt Supplies	95.04	95.04
5622	557 - MicroSstems-NJ.com,L.L.C.	PO 11054 2015 Software Maintenance- Assessem	1,400.00	1,400.00
5623	1391 - Minisink Press, Inc.	PO 11035 2015 Spring Green Grapevine	340.00	340.00
5624	1762 - Morton Salt Inc.	PO 10993 Road salt	37,684.80	
		PO 10993 Road salt	45,140.00	82,824.80
5625	104 - Netcong Hardware, INC	PO 11025 supplies DPW	93.57	93.57
5626	90 - New Jersey Herald, Inc.	PO 11082 March Ads	208.80	
		PO 11083 Legal ads March	105.60	314.40
5627	1784 - Newton Braves Youth Football	PO 11091 Clean Communities 2015	300.00	300.00
5628	1651 - Newton HS Class of 2016	PO 11090 Clean Communities 2015	300.00	300.00
5629	1399 - Newton Robotics	PO 11101 Clean Communities 2015	300.00	300.00
5630	1403 - DCRP	PO 10882 Employer Group Life/Long Term Disab	12.20	12.20
5631	98 - NJ-Dept of Health and Senior Svs	PO 10908 Dog license fees	105.60	105.60
5632	952 - Partac Peat Corporation	PO 11052 Clay baseball/softball fields	774.34	774.34
5633	149 - Professional Government Educators	PO 10986 Padula Seminar	90.00	
		PO 11018 Tax Collector Seminar	90.00	180.00
5634	177 - Ronetco Supermarkets Inc.	PO 11053 Green Grapevine-Seniors	15.07	
		PO 11080 Clean Communities Supplies	228.57	243.64
5635	866 - Space Farms, Inc	PO 10824 Dear carcass Removal	62.00	62.00
5636	1152 - Statewide Insurance Fund	PO 10928 Workers Comp/Ail lines	27,653.75	27,653.75
5637	94 - Suburban Consulting Engineers, Inc.	PO 11084 Engineering services 03/07/15-04/10	618.50	
		PO 11085 Engineering Svs 03/07/15-04/10/15	233.99	
		PO 11086 Engineering Svs 03/07/15-04/10/15	763.00	1,615.49
5638	624 - Suburban Propane	PO 10838 Propane Delivery MB	1,556.90	

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

Meeting Date: 05/13/2015 For bills from 04/08/2015 to 05/06/2015

ck#	Vendor	Description	Payment	Check Total
		PO 10880 Propane Delivery DPW	814.48	2,371.38
5639	72 - Sussex County Clerk's Association	PO 11065 Seminar P. DeClesis/L.Peralta	20.00	20.00
5640	114 - Sussex County MUA	PO 10850 Municipal/Household waste	11,879.04	
		PO 11077 Tires and Garbage	317.40	12,196.44
5641	179 - Sussex County Rental Center	PO 11078 propane	36.00	36.00
5642	81 - Sussex Cty League of Municipalities	PO 11087 2015 Membership Dues	50.00	50.00
5643	142 - T & R Alarm Systems, Inc.	PO 10816 Alarm Monitoring Municipal Bldg	366.42	366.42
5644	70 - Tax Collectors & Treasurers Assoc.	PO 11058 Seminar - Padula	30.00	30.00
5645	1041 - Tony Sanchez Ltd.	PO 11117 Snow plow parts	157.45	157.45
5646	1400 - Tranquility United Methodist Church	PO 11102 Clean Communities 2015	300.00	300.00
5647	152 - United Rotary Brush Corporation	PO 11019 Sweeper Parts	969.21	969.21
5648	499 - Variable Annuity Life Ins. Co.	PO 11067 2014 LOSAP	13,500.00	13,500.00
5649	1538 - Ven-mar Sales, Inc.	PO 11024 DPW supplies	192.03	
		PO 11056 Supplies DPW	99.95	291.98
5650	1727 - Verizon	PO 10913 Internet & computer equip	72.99	72.99
5651	29 - Verizon Wireless	PO 10918 Cell Phone-OEM	93.27	93.27
5652	105 - W.E. Timmerman Equipment Co.	PO 11027 DPW - sweeper parts	86.81	
		PO 11055 DPW Parts	1,798.86	1,885.67
5653	75 - Weldon Quarry Co., LLC	PO 11057 Cold Patch 03/13/15	1,461.00	1,461.00
5654	172 - Western Hills Christian Church	PO 11111 Clean Communities 2015	300.00	300.00
TOTAL				273,795.03

Total to be paid from Fund 01 CURRENT FUND	202,548.10
Total to be paid from Fund 02 FEDERAL & STATE GRANTS	8,520.69
Total to be paid from Fund 12 ANIMAL FUND	105.60
Total to be paid from Fund 19 TRUST FUND	62,620.64

	273,795.03

Checks Previously Disbursed

9999	Sussex County Treasurer	PO# 10944	911 Dispatch - Shared Service Agre	2,580.00	5/13/2015
9999	State of NJ Div of Pensions/Benefit	PO# 10846	Retiree Health Benefits	4,466.54	5/11/2015
9999	State of NJ-Division of Pensions	PO# 10847	Active Employee Health Benefits	17,763.45	5/11/2015
5582	Treasurer, State of NJ	PO# 11113	DCA fees	1,030.00	5/01/2015
5581	Verizon Wireless	PO# 10918	Cell Phone-OEM	95.10	5/01/2015
5580	Verizon	PO# 11088	April Telephone	786.56	5/01/2015
5579	JCP&L	PO# 10874	Street Lighting	41.70	5/01/2015
5578	Green Twp Board of Education	PO# 10825	School Tax	707,963.83	5/01/2015
9999	Payroll Account		4/30/2015	28,477.85	4/28/2015
5577	US Postal Service	PO# 11036	Bulk Mailing for Spring Grapevine	352.36	4/15/2015
9999	State of NJ Div of Pensions/Benefit	PO# 10846	Retiree Health Benefits	4,466.54	4/14/2015
9999	State of NJ-Division of Pensions	PO# 10847	Active Employee Health Benefits	17,763.45	4/14/2015
9999	Payroll Account		4/15/2015	27,228.38	4/10/2015

				813,015.76	

Total paid from Fund 01 CURRENT FUND	811,985.76
Total paid from Fund 19 TRUST FUND	1,030.00

	813,015.76

Total for this Bills List: **1,086,810.79**

**RESOLUTION 2015-76
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
SUSSEX COUNTY, NEW JERSEY**

**CONTINUATION OF SUSSEX COUNTY FARMLAND PRESERVATION,
RECREATION AND OPEN SPACE TRUST FUND**

WHEREAS, the State of New Jersey has enacted legislation allowing counties to establish a County Farmland Preservation, Recreation and Open Space Trust Fund pursuant to P.L. 1997, c 24; and

WHEREAS, in November 2000 and again in November 2005, the voters of Sussex County in a general election referendum approved public questions creating a Farmland Preservation, Recreation and Open Space Trust Fund; and

WHEREAS, in the 15 years of the existence of the County program, the County has preserved in excess of 17,640 acres of farmland and 2,552 acres of open space. Said accomplishments being achieved in cooperation with municipal, state and private partners; and

WHEREAS, both prior public authorizations provided for the expiration of the authorization after a period of 10 years. The November 2000 authorization expired on January 1, 2011, and the 2005 authorization is scheduled to expire on January 1, 2016; and

WHEREAS, there still exists a significant need for Farmland and Open Space preservation within Sussex County; and

WHEREAS, in the absence of a stable source of funding, land preservation efforts within Sussex County will cease.

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

1. We call upon the Board of Chosen Freeholders to adopt the necessary resolution pursuant to the provisions of N.J.S.A. 40:12-15-15.2, to authorize a public referendum to appear on the November 3, 2015, general election ballot to seek voter approval to continue the Sussex County Farmland Preservation, Recreation and Open Space Trust Fund for an additional 10 year time period; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Clerk of the Board of Chosen Freeholders of the County of Sussex, and the Governing Bodies of all Sussex County Municipalities.

DATED: May 13, 2015

I, Linda Peralta, 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 May 13, 2015.


Linda Peralta, Township Clerk

cc: Green Township Open Space Advisory Committee

Vote on Resolution:

	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN	ABSENT
Miss Cooper	✓			
Miss Matulewski	1st ✓			
Miss Muresan	✓			
Mr. Polyak	2nd ✓			
Mr. Berdej	✓			
Mr. Chirip				✓
Mr. Conkling	✓			
Mr. Kurzeja				✓
Mr. Reinbold	✓			
Mrs. Phillips	✓			

5/13/15

Darius B.

Today at Green Township Student Government Day was a great learning experience. I was with Mayor Peg Phillips, Deputy Mayor Chirip, and Township Committee Dan Conkling. They taught us about the duties of being Mayor or jobs associated with it. We learned about how decisions needed to be made are made with the entire council's consent. They also explained how if the council needed to discuss something that the people don't have a right to know or don't need to know, they would call an Executive Session. This is where they would go into a room in the back to discuss the matter into greater detail. You also have the option of recusing from the entire meeting. This is used when you want no part in the decision making going on, so you withdraw completely. You could also abstain from voting on something, which is basically going neutral so that you don't have to vote for either side of the argument. We also took a trip around Green Township where I learned about landmarks I quite honestly never knew about. All in all, it was a good trip and a very interesting learning experience. I'm glad I was able to make it.

ROBERTA MURESAN

Hi, my name is Roberta Muresan and today I am acting as deputy mayor. In this experience, I ~~learned~~ learned ~~that~~ that the deputy mayor does exactly what the mayor does when he or she isn't around for the meeting. I learned how the entire council needs to be present in order for a decision to be made. Without everybody there, the decision made would not be fair. ~~in the~~ During the Green Township tour, I got to learn way more about Green Township than I have ever thought of: from the Dark Moon preserve to the Disappearing Creek. Today I learned that Green Township has a long past that many people ~~do~~ don't know about. This was a great experience I am ^{very} glad to be a part of. Thank you.

Chris Polyak

ON The Green Township Government day, I was shadowing the township committee, during that time I grew a deeper appreciation for the jobs of the people at the municipal building, and on the bus I learned things that I didn't know about green township and its build and purposes.

DMB
B
g
You

Hi, I'm Victoria Cooper. Today at student Government day, I am attending as ~~part of~~ one of the members ~~present~~ in the Township Committee ^{in three}. In this position, I learned many new things about my town.

America

The amount of consideration that has to be put forward to make anything happen surprised me. It turns out, many people have to put their heads together in order to approve anything that goes through the town's government. I was also surprised to learn that decisions were not allowed to be made unless they were discussed openly with the public.

Additionally, I learned many new historical facts about Green that I was unaware of. I learned that the ~~then~~ some of the buildings histories ran much farther back than I had originally expected. Also, their purposes varied from what they are now, for example, some were school houses.

Overall, student government day was a fun experience that allowed me to be more aware of all the work that is put into running this town, and made me ~~again~~ an even higher respect for the mayor and all other board

5/13/15

Leila Matulewski

Acting Township Committee

Hi, my name is Leila Matulewski. Today I was acting as the Township Committee. I have been following around Ms. Phillips & Mr. Chirip, ~~and~~ I have learned that when you are personally involved in a matter you must reclosed resinged from the discussion, not only because then you are not swayed because of the matter being personal but also because it shows the public that the Committee is fair & just. On the tour, I also found out that I live close to where a old mill used to be. I never could have imagined how much history Green has if it wasn't for this great opportunity. I ~~we~~ would like to give thanks to help this day happen and everyone that gave me this wonderful experience. I shall always remember this day

Thank you so muc
Leila Matulewski,
acting Township Commi

Cash Fuller Clerk Administrator

Student government Day was a great day filled with learning, adventure and. This ~~was~~ day has taught me many new things about our small Green Township that I never could have imagined. The tour we got was filled with historical facts from start to finished. In addition to this, I learned ~~that~~ the roles and responsibilities of the Clerk and administrator of the town hall. I was put in the shoes of Mrs. Peralta who taught all about what she does as part of the ~~municipal~~ government system. She also gave me a behind the scenes experience that gave me additional insight as to what ~~is~~ ~~the~~ happens around us every day. I never knew how much actually happens in the Green Township Municipal Building.

Lauren Barbato

Hi my name is Lauren Barbato, and I shadowed the deputy Clerks position. I learned that the Deputy Clerk deals with all of the marriage records, birth certificates, elections, and dog licences. Also, while I was on the bus tour, I saw many historical landmarks like the disappearing creek, the trinka airport and the dark moon Preserve.

Before I came to student government day, I didn't realize how much effort that is put into this town each and every day. Today I learned many new and interesting things about Green Township and

Im glad I got to experience student Government day.

Brooke Freund

Hello, my name is Brooke Freund. Today, I had the privilege of participating in Student Government Day, where I took the role of the deputy clerk.

When we learn about government in school, we learn about the president and what happens in Washington DC. Very rarely do we get the opportunity to see what happens inside of our own town. While shadowing our ~~to~~ town's deputy clerk, I got to see what happens behind the scenes. As it turns out, everything is documented, whether it be birth ~~the~~ death, or a dog licence. I even got the chance to look at death certificates dating all the way back to the 1920's. ~~In 200 years,~~ ~~another~~ Everything that occurs in this beautiful town is accounted for and represented. It is the job of the deputy clerk to assist the town clerk in handling all of this. Government day gave me a new perspective of what goes on around me every day. Thank you.

Charles DaSilva

Some of the many things that I learned was how tough it is being a acting Municipal. The expectations are big and require a lot of effort. During the winter times can be tough we have to clean up the roads, clean up broken trees, fix the electricity and pour the salt for the ice. I learned a lot and learned how exciting it is to be apart of the town hall.

Hello My Name is Matthew Rosa

In this experience I have learned that there is more that goes into this town than we thought. In this day

I was the acting Municipal department head with Charlie dosilva. ^{Also in the day} I was informed of

All the history in this town such as the ~~the~~ ^{the} Disappearing Creek, the dark Moon

Preserve, which has thousands of Indian Artifact, and

~~the~~ All the Preserved buildings and farms. From my

Metor I learned that there is a lot you have to do in order to keep the roads safe for the people in

the town of green. You have to make it your #1

Priority to Clean and fix the Roads. Thank you all

for listening.

I am very grateful for this opportunity.

Anthony Calte

Today I have learned about the
Recreation Program ~~then~~ Before this
I thought Recreation I thought of the
Sports and stuff here. I found out
that the Recreation Program actually
Plans out events they Plan green
day easter egg hunt and many other
things. I also learned It is
Pretty difficult. I also learned this
is all volunteer and they take time out
of there day to help our town.

Natalie Yost

5/13/15

Good evening, I am Natalie Yost and Today I shadowed the ~~Free~~ Director of the Recreation Department. I learned about the kinds of ~~things~~ events the department takes care of and funds. They plan Green Township Day and the Easter Egg Hunt and the Miss Green contest. I also learned that despite popular belief, the Recreation Department ~~is~~ is not in charge of sports. After learning about the Recreation Department & I went on the bus tour with the other students to see and learn about some of the most interesting places in Green. My favorite places to see were the "Disappearing Creek" as Mayor Philips called it and the "Dark Moon" Reserve where thousands of Indian artifacts were found. ~~That~~ ~~was~~ I learned a lot that I didn't know before and I loved the pizza so thank you to the Green Township Committee.

Kyleigh

Hello, my name is Kyleigh Bernstein and I am acting as Recreation Chair. When I was asked to think what I thought the Recreation committee does, ~~it my job~~ I thought of playgrounds, parks, and sports. It turns out, the Recreation Committee doesn't do any of that. The Committee actually plans public events like Green Township Day and the Easter egg hunt. I learned the process of making these events happen and what the Recreational Committee does to make Green Township enjoyable. I also learned that many people are in the ~~committee~~ governing body and everyone ~~contributing~~ contributes to the greater good ~~that got~~ of the public. Today was very fun and I enjoyed it. Thank you.

Gianna Giordano

Hi, my name is Gianna Giordano.
Today at Government Day I was
acting as The Treasurer/CMFO.
~~but~~ AS I was ~~still~~ acting as ~~her~~
The treasurer I learned that she
controls mainly all of money. The
treasurer controls how much money
gets taken out and how much
income the government gets. She also
controls if anyone that wants
in this building, wants to buy ~~something~~
The Treasurer CMFO also works with other
people on what she does.

On the bus tour- I learned
that there is a disappearing creek
and that there was a bunch of places
where indians have lived before.
I also saw many other landmarks but
these are just some of them, thank
you for listening have a good
night. energy

Allyson McDonnell

5/13/15

Hello, My name is Allyson McDonnell and today I shadowed the tax collector of Green Township. I learned that the tax collector is responsible for figuring out the amount of money due from everyone. The tax collector also has to do a lot of work with the tax assessor and multiple other financial authorities. They also have to receive all of the payments and account for them. Then, on the bus tour of Green Township I learned that there are many things that go on into making this town the way it is, and I would like to thank the Green Township Municipal Committee for giving me this opportunity to see what it's like to work in the government.

Nina Matullo

Government Day

Tax Assessor

Today I played the Role of the Tax Assessor. In this role I learned that taxes and the management of them play a huge role in Green Township. When I saw the huge book of addresses and lot numbers it made me realize how much effort, time, and dedication it takes to manage taxes in Green. Each home, building and piece of property has it's own value and that value then gets evaluated and from there, the amount of taxes each resident must pay is determined. Me and my group printed out a whole page of information about the value, structure and details of our property. All that information came fourth by only our address. I also learned that determining the taxes on homes isn't a one step process. Although we can find out all the information about our house by just typing in our address, taxes do not use that same easy process. You must figure out how large the property is and how much it is worth, then you have to figure out how many houses there are and how much money is needed to pay for other things in Green Township such as money for local parks, schools and fundraisers run by Green.

Julia Jeffer

5/13/15

Tax Assessor

Hi! My name is Julia Jeffer. Today at Student Government day, I was the role of the acting tax assessor. The tax assessor works with the tax collector and figures out how much money people have to pay for taxes. The guide showed me the the house record cards and how they classify every piece of land in Green Township. They have to know the value of your home and property to tax you the correct and fair amount of money. I had fun today learning about all of the roles as I was sitting down with my friends writing this speech. All of these roles are so important in the helping the community and I am very glad to have cooperated Student Government day.

CJ Bilik

Today as ~~the~~ part of ~~a~~ Board of
Adjustment/Planning Board Chair
I learned just how difficult it can
be to get something built. You have
to give your neighbors at least ten
days notice, you have to present evidence
that it isn't being too invasive, put it
before the board and if you get denied
you can appeal and revise your idea.
But the board certainly serves its
purpose as without it, who knows how
out of control construction in this town
could be!

Paige Strangway

5/13/15

Hello, my name is Paige Strangway and I am the acting adjustments officer for the day. What I have learned from my government day experience is that Green Township is a very rich and rural place. The town of Green has such a long history, between the people who have lived here, to the places it has seen. Many improvements are being made currently such as the new cell tower that is in the process of being approved. Throughout this entire day I have learned new and exciting things about our town and I am very grateful for this experience.

Cullen Osborne

I was with Mr. Caruso, and we learned about open space, and emergency management. We learned about how open space works, which was about the purchasing of land from people, and how it permanently stayed that way. For example, when Westley Field was purchased, it is now permanently a baseball field. Also, preserved farmland is how the town purchases land, and makes it permanently farm, just like Open Space with Westley Field, it is the same except with farms. We also learned about the Emergency Services, and how it is about the heart of emergency stepping in during an accident, they call in all the things needed such as firemen, until state troopers or the federal government or National guard. As Mr. Caruso said it's like a sleeping dog, you don't know it's there until something happens.

Vanessa Adams

Hi, my name is Vanessa Adams and Today I was acting as the open space chair and emergency services. One thing I learned about open space chair is that once we buy the preserved farmland it can't be used for anything else. Once it is bought it has to be farmland forever, you can't sell the land and build houses or other things on it. The main goal of open space chair is to make sure residents have recreational areas and ^{preserved} open space. I also learned a little bit about emergency services, when there is a state of emergency the emergency services have to go and help out and keep the residents of Green Township safe. We also went on a bus tour. I thought the bus tour was pretty cool because we went to parts of Green Township that I have never seen before, and there were lots of buildings and landmarks that I didn't realize had so much history behind it. Overall, I thought it was really interesting to learn more about the history behind our town and the people we need to keep our town safe and interesting.

Payton Ernst

5/13/15

Good Evening, My name is Payton Ernst and today I acted as the Open Space Chair and Emergency Services. I learned many new things about Green Township, and also about what the Open Space Chair is responsible for. The Open Space Program creates recreational areas for the residents of our town, and preserves farmland. Open space also protects water resources. I also learned that when a state of emergency is declared, the Emergency Services helps play a big role, in keeping the residents of our Township safe. On the bus tour, I saw many landmarks that are in our town, that I have never noticed before. Throughout the day, I learned and experienced many new and exciting things and I'm very grateful for this opportunity.

Hi I am Joanna Lipert and I am part of the acting environment chair. The role of the environment chair is to protect greentownships environment, for example we keep the water clean in rivers and ~~lakes~~^{lakes}, another job that we do is preserving a lot of the forest and farms, on the fore of our town we learned that the farm on air port road can only be sold as a farm, the air port has to stay as an air port for another 30 years. the environment comity does a great job at what they do, greentownship is a great, clean, ^{and} green town. I am proud to say I live in green township.

Ayan Kaiser environmental committee

During my day I learned a lot about the environment and the disasters that occur in it. I learned in how floods can destroy a building by it taking away the dirt foundation that supports the building, which would destroy the structure. I also learned how there are fish tanks that are taking care of fish, such as ^{as a trout} and then in later time, letting them out of Mrs. Genet's river. In this day of learning, and explaining ~~at~~ Green Township, I learned a lot of great information ~~from the~~

Brianna Pinilla

Environmental Committee

① Hello I am Brianna Pinilla and I am part of the Environmental Committee.

~~I hear~~ From this trip I learned so many things about this group, and how much hard work and effort gets put into it.

In this role I learned how natural disasters are ~~fixed~~, planned to be fixed, and the process, I also learned all the fun activities the committee arranges such as the trout hatchings ^{in Green Township} and ~~releasing~~ releasing them into the Mustakeung river. ③ I learned how much time and dedication gets put into this role, and all they do to make this town a better beautiful place.

② I ~~lastly~~ ^{finally} learned how they constructed fixing Hurricane Sandys ~~destruction~~ destruction put all over the world, and how hurricane sandy was formed and made a disaster.

5/13/15 Sarah Saks - Construction Department

What I learned today was that for some things around & in your house you need permits. I was a part of the Construction Department. I also learned that if you do something without a permit, you can get in serious trouble, like you can get fines \$2,000 if you sell something without having a permit for it. My mentor also showed & gave me a packet of different permits. Say if you were buying a house, you would need a plumbing permit, an electrical permit, a technical permit, and a contract stating that you will obey the permit, and that the building you will construct, will only be used for a house, not a factory, or any other things you would use a house for.

I had a very educational trip today, and I hope that next year's 8th grade, will have an even better learning experience than I did.
Thank you!

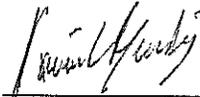
RESOLUTION 2015-77
TOWNSHIP COMMITTEE – TOWNSHIP OF GREEN
SUSSEX COUNTY, NEW JERSEY
MAY 13, 2015

STUDENT GOVERNMENT DAY 2015

WHEREAS, we the members of the eighth grade class of the Green Hills School have participated in the 2015 Student Government Day of Green Township; and

WHEREAS, as representatives of the Township Committee of the Township of Green, we have found this to be a worthwhile and educational experience.

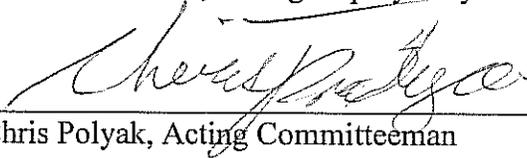
NOW, THEREFORE, BE IT RESOLVED by the Acting Officials of the Township of Green request the members of the Governing Body of the Township of Green to continue to set aside one day each year during the month of May to be known as STUDENT GOVERNMENT DAY for future eighth grade classes to participate.



Darius Berdej, Acting Mayor



Roberta Muresan, Acting Deputy Mayor



Chris Polyak, Acting Committeeman



Victoria Cooper, Acting Committeewoman



Leila Matulewski, Acting Committeewoman

It is hereby certified that this is a true and accurate copy of a Resolution adopted on May 13, 2015, by the Acting Officials of the Township of Green, County of Sussex, State of New Jersey.

Witness my hand and the SEAL of the Township of Green

SEAL:



Joshua Faller, Acting Township Clerk/Administrator

**CORRESPONDENCE LIST
TOWNSHIP COMMITTEE MEETING
MAY 13, 2015**

A.-#	FROM	SUBJECT	DATE
A. FOR YOUR ACTION			
A-1	Liz DeCoursey, Habitat for Humanity	Request for Affordable Housing Trust Funds 29 Hillside Terrace	5/5/15
B. FOR YOUR INFORMATION:			
B-1	Municipal Excess Liability Joint Insurance Fund	NJ Safety Institute – Community Safety Leadership	3/15
B-2	NJ Builders Association	NJ Supreme Court Decision Returning Mount Laurel Matters to the Trial Courts	
B-3	Cavalier Environmental Compliance Services, Inc.	Proposed Grinnell Recycling, Inc. SWMP Amendments	4/27/15
B-4	Rich Stein	Hopkins v. Byram Township	5/5/15
C. COUNTY AND STATE*			
C-1	Board of Taxation	Resolution establishing the percentage of 100% at the ratio of assessed value to true value of real property within Sussex County	4/16/15
C-2	State Agriculture Development Committee	Municipal Planning Incentive Grant Application	4/27/15
D. MAYOR'S FAX ADVISORY*			
D-1	NJ League of Municipalities	League's Upcoming Seminar	4/22/15
D-2	NJ League of Municipalities	Weekly Policy Update	4/24/15
D-3	NJ League of Municipalities	A. Federal Update B. Final Week! Claim CEU's from 2014 NJLM Annual Conference	4/27/15
D-4	NJ League of Municipalities	Daily Advisory	4/27/15
D-5	NJ League of Municipalities	Legislative Bulletin	4/15
D-6	NJ League of Municipalities	May Issue of NJ Municipalities Magazine	4/28/15
D-7	NJ League of Municipalities	A. Seminar Round Up B. New Funding Opportunity Announcement	4/28/15
D-8	NJ League of Municipalities	Seminar Round Up	4/28/15
D-9	NJ League of Municipalities	League of Municipalities Appoints New Executive Team	4/29/15
D-10	NJ League of Municipalities	NJ Digital Government Summit	4/29/15

RESOLUTIONS FROM OTHER TOWNS*

E-1	Borough of Andover	Proclamation Municipal Clerks Week	4/13/15
E-2	Township of Frankford	To Support Sandyston Township Resolution Opposing Specific Proposals of the Delaware Water Gap National Recreation Area "Vision 2030"	4/21/15
E-3	Township of Fredon	Calling on the Congress of the United States to Exclude Joint Base McGuire-Dix-Lakehurst and Picatinny Arsenal When Considering Future Defense Department Budget Cuts	4/23/15
E-4	Township of Vernon	Supporting the Transparent Tax Act of 2015	4/27/15
E-5	Township of Lafayette	Proclamation Municipal Clerks Week	4/27/15
E-6	Montague Township	Proclamation Municipal Clerks Week	4/28/15

***Full copies are available upon request prior to meeting.**