

**MINUTES  
GREEN TOWNSHIP COMMITTEE  
SEPTEMBER 18, 2017**

**CALL TO ORDER**

Mayor Phillips called the September 18, 2017, 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.

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

Also present: Mr. Mark Zschack, Clerk/Administrator; Mrs. Ursula Leo, Township Attorney; Mr. Watson Perigo, Municipal Department Head; and Mrs. Patty DeClesis, Deputy Clerk

**DISCUSSIONS:** None

**CONSENT AGENDA:**

**RESOLUTIONS:**

- a. Resolution 2017-138 - Tie a Ribbon Campaign
- b. Resolution 2017-141 - Bills List (08/30/2017 to 09/13/2017)
- c. Resolution 2017-142 - Tax Refund - Michael J. Quintas

**CORRESPONDENCE:** (Acceptance for Filing of the Following)

- a. Letter received on September 14, 2017, concerning donation
- b. Letter dated September 6, 2017, from New Jersey Office of the Attorney General concerning Suspected Elder Abuse? Our Safe Care Cam Program Can Help

**REPORTS:** (Acceptance for Filing of the Following)

- a. Permit Fee Log Report - August 1-31, 2017
- b. Sussex County Office of Public Health Nursing Activity Report (8/1/17 to 8/31/17)
- c. Sussex County Agriculture Development Board Minutes - June 19, 2017
- d. Sussex County Open Space Committee Minutes - July 27, 2017
- e. Trinca Airport Inspection Report - September 9, 2017
- f. Treasurer's Report - June 30, 2017 and July 31, 2017

**APPLICATIONS:** (Approval of the Following)

None

**MINUTES:**

Minutes ready for approval - September 6, 2017, regular and executive sessions

Mr. Qarmout motioned to approve the Consent Agenda

Seconded: Mr. Conkling

Discussion: None

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

**MINUTES  
GREEN TOWNSHIP COMMITTEE  
SEPTEMBER 18, 2017**

**OLD BUSINESS:**

- a.** Adoption of Ordinance 2017-08 - Deleting Section 2-5 of the Township Code Regarding the Township Administrator Amending Section 2-4.3 of the Township Code Regarding the Municipal Clerk Duties

Mayor Phillips opened the meeting for public comments.

There being no public comments, Mr. Conkling motioned to close Public Hearing and adopt the Ordinance.

Seconded: Mr. Chirip

Discussion: None

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

- b.** Adoption of Ordinance 2017-09 - Revising the Salary Range, Ordinance 2017-06, for Officers and Employees of the Township of Green

Mayor Phillips opened the meeting for public comments.

There being no public comments, Mr. Chirip motioned to close Public Hearing and adopt the Ordinance.

Seconded: Mr. Qarmout

Discussion: Mayor Phillips explained the reason for the change in the Township Clerk's salary.

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

**NEW BUSINESS:**

- a.** Resolution 2017-135 - Outside Employment

Motion: Mr. Qarmout

Seconded: Mrs. Raffay

Discussion: Mr. Conkling asked for an explanation on this resolution. Mr. Zschack explained that this is being done as part of a Best Practice question to formalize the process.

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

- b.** Resolution 2017-136 - Amend Salary Resolution 2017-77

Motion: Mr. Conkling

Seconded: Mr. Chirip

Discussion: None

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

**MINUTES  
GREEN TOWNSHIP COMMITTEE  
SEPTEMBER 18, 2017**

**c. Resolution 2017-137 - Best Practices Worksheet**

Motion: Mr. Qarmout

Seconded: Mr. Conkling

Discussion: Mr. Conkling asked if there are enough "yes" answers. Mr. Zschack stated that the Township is in compliance.

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

**d. Resolution 2017-139 - Trinca Airport Manager Stipend**

Motion: Mrs. Raffay

Seconded: Mr. Qarmout

Discussion: Mr. Qarmout questioned if the position is part time. Mayor Phillips explained that this is a one-time stipend for the additional hours Mr. Sklannik provided during the investigation of the recent tragic accident at the airport.

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

**e. Resolution 2017-140 - Recognizing 2017 Queen of the Fair, Keely Schmerber**

Motion: Mr. Chirip

Seconded: Mr. Conkling

Discussion: Mrs. Raffay asked what Keely received as Miss Green. Mayor Phillips explained the winner of the Miss Green contest receives a \$500.00 scholarship from the Township. As the Queen of the Fair, Keely received \$1,000.00 scholarship. Mrs. Raffay asked if it would be appropriate to reward an additional \$500.00 if Miss Green were to win Queen of the Fair. The Committee will consider during budget discussions.

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

**MATTERS FROM THE GOVERNING BODY:** Mrs. Raffay was asked by a resident who would be responsible for trees overhanging in the Township's right of way. Mr. Zschack stated that it may be the Township's responsibility depending on the circumstance. Mr. Zschack advised to have the resident call the Municipal Building.

Mr. Qarmout was asked what the process is for organizing a protest in Green Township. Mr. Zschack advised to have that person call him to discuss. Township Attorney, Mrs. Leo explained there are concerns of traffic safety, trespassing, whether the protest is held on Township property or private property. Mrs. Leo will research the process.

**MATTERS FROM THE TOWNSHIP CLERK/ADMINISTRATOR:** Mr. Zschack noted the following:

Mr. Pete Sklannik, Airport Manager has scheduled a training session, on Thursday October 19<sup>th</sup>, for the Green Township Fire Department and First Aid Squad on the safe deactivation of ballistic parachutes. The FAA will provide an Instructor to orientate Green Township's first responders on the safe deactivation of ballistic parachutes.



**MINUTES  
GREEN TOWNSHIP COMMITTEE  
SEPTEMBER 18, 2017**

The water at one tap at the municipal building has tested positive for Total Coliform for a second time within a year. A Level 2 Assessment must be performed by Suburban Engineers which also includes a corrective action plan. Different purification systems are under review but could cost approximately \$10,000 to install.

It is that time of the year again for the Committee to consider if any RFPs are warranted for Township Professionals. Last year it was in the rotation to consider the Township Planner but due to retirements, RFP's were issued for the Township Attorney and Engineer.

Green Township Day is scheduled for this Saturday, September 23<sup>rd</sup> from 12:00 p.m. until 4:00 p.m. Over 30 vendors have signed up for this year's event which also includes Games, a Bounce House, Obstacle Course, Photo Booth, Cotton Candy, Popcorn, free Ice Cream from Cliff's and food for sale from Chefs. We encourage all township residents and the local community to attend this event.

**MATTERS FROM THE TOWNSHIP ATTORNEY:** One matter to be discussed in Executive Session.

**MATTERS FROM THE MUNICIPAL DEPARTMENT HEAD:** Mr. Perigo noted the following:

- Brush trimming will be completed soon.
- Crack sealing will begin in early October.
- The Road Department is in the process of sweeping excess stones from Township roads that were recently oiled and stoned.

**PUBLIC COMMENTS AND/OR QUESTIONS:** Mayor Phillips opened the meeting for public comments.

Mr. Larry Kaphan, 38 Scenic Drive - thanked the Township for the removal of the trees and bushes at the intersection of County Route 517 and Scenic Drive. Mr. Kaphan commented that the grass at the edge of the property at that intersection is not being mowed. Mr. Kaphan inquired about the results of the natural gas survey. Mr. Zschack explained that there is some potential in the Lake Tranquility community. Elizabethtown Gas will consider if there is interest from the online survey. Mr. Kaphan inquired about a noise ordinance regarding roosters on a property nearby. Mr. Zschack will look into the zoning regulations for that area.

Mrs. Josephine Fracasso, 111 Hibler Road - asked for an explanation on the process of rotation of the professionals. Mayor Phillips explained the process of rotating the services of the Township's professionals.

Mrs. Fracasso commented how nice it is that many people are using EverGreen Park.

**EXECUTIVE SESSION:**

Mayor Phillips announced that the Committee will enter Executive Session to discuss a potential litigation matter concerning Mid-American Salt, LLC, Resolution ES2017-12. It is anticipated that the stated subject matter will be made public at the conclusion of the specified subject matter.

Mr. Qarmout motioned to enter into Executive Session at 7:37 p.m.

Seconded: Mrs. Raffay

Discussion: None

All were in favor.

No formal action is anticipated to be taken.

Mr. Qarmout motioned to enter Open Session at 7:59 p.m.

Seconded: Mr. Chirip

Discussion: None

All were in favor.

**MINUTES  
GREEN TOWNSHIP COMMITTEE  
SEPTEMBER 18, 2017**

**ADJOURNMENT:**

Mr. Chirip motioned to adjourn at 7:59 p.m.

Seconded: Mr. Qarmout

Discussion: None

All were in favor.

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



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Mark Zschack, RMC  
Clerk/Administrator

Date Approved: October 2, 2017

**RESOLUTION 2017-138**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**TIE A RIBBON CAMPAIGN**

**WHEREAS**, the Governing Body of the Township of Green hereby recognizes the month of October 2017 as "Breast Cancer Awareness Month"; and

**WHEREAS**, The Sussex Warren Chronic Disease Coalition has partnered with New Jersey Cancer Education and Early Detection program on a project to increase breast cancer awareness throughout the County of Sussex; and

**WHEREAS**, this annual *Tie a Ribbon* campaign provides a visual opportunity to highlight breast health during the month of October by attaching pink ribbons within the Township.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey does hereby approve the placement of pink ribbons within the confines of EverGreen Park.

Dated: September 18, 2017

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 September 18, 2017.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip			√			
Mr. Conkling		√	√			
Mr. Qarmout	√		√			
Mrs. Raffay			√			
Mrs. Phillips			√			


**RESOLUTION 2017-141**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**BILLS LIST (08/30/2017 to 09/13/2017)**

**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 08/30/2017 to 09/13/2017 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: September 18, 2017

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 September 18, 2017.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

cc: Linda Padula, CFO

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip			√			
Mr. Conkling		√	√			
Mr. Qarmout	√		√			
Mrs. Raffay			√			
Mrs. Phillips			√			



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

Meeting Date: 09/18/2017 For bills from 08/30/2017 to 09/13/2017

Check#	Vendor	Description	Payment	Check Total
7386	528 - Allied Oil Company, LLC	PO 12306 gasoline delivery	643.32	643.32
7387	83 - American Wear, Inc.	PO 12868 August Uniform Cleaning DPW	297.50	297.50
7388	498 - Blue Ridge Lumber Co., Inc.	PO 12540 Hardware Supplies	122.79	122.79
7389	236 - Cahill's Farm	PO 12344 Park Gate 2017	575.00	575.00
7390	1228 - Chelbus Cleaning Co., Inc.	PO 12290 2017 cleaning services	215.00	215.00
7391	878 - Cliffside Body Corp	PO 12491 Snow plow & sander parts	268.66	
		PO 12582 Monroe Snow plow	12,561.00	12,829.66
7392	1884 - Ditschman/Flemington Ford	PO 12538 New 2017 DPW Pickup truck, plow and	46,637.00	46,637.00
7393	1232 - EM Signs LLC	PO 12640 Various signs & truck lettering	634.99	634.99
7394	1007 - Finch Fuel Oil Co., Inc	PO 12351 Diesel	607.08	607.08
7395	1380 - Garden State Labs	PO 12853 Water Test MB	60.00	60.00
7396	1846 - Gebhardt and Kiefer, P.C.	PO 12446 Green Twp (Holenstein) ads Wolosky,	3,101.76	3,101.76
7397	188 - Home Depot Credit Services	PO 12493 Cement	142.68	142.68
7398	108 - Honeywell Inc.	PO 12285 2017 Mechanical Maint.	1,470.25	1,470.25
7399	190 - JCP&L	PO 12873 August Electric Bill	962.62	962.62
7400	1826 - Kimball Midwest	PO 12814 Nuts & Bolts	701.44	701.44
7401	1277 - Morris Asphalt Company, Inc.	PO 12495 Oil & Chip various roads	66,737.70	66,737.70
7402	104 - Netcong Hardware, INC	PO 12499 Small tools & supplies	52.86	
		PO 12499 Small tools & supplies	31.69	
		PO 12499 Small tools & supplies	59.05	143.60
7403	900 - NJAA	PO 12705 Membership 2017	100.00	100.00
7404	165 - Oriental Trading Co.	PO 12840 Green Twp Day prizes	448.93	448.93
7405	1892 - PenTeleData	PO 12632 Internet Service for MB	99.95	99.95
7406	185 - Smith Tractor and Equipment Inc.	PO 12733 Backhoe repair	4,447.01	4,447.01
7407	94 - Suburban Consulting Engineers, Inc.	PO 12407 Survey & mapping for Rt 517 and Sce	2,237.60	2,237.60
7408	295 - Sussex County Chamber of Commerce	PO 12845 Membership Dues	317.00	317.00
7409	114 - Sussex County MUA	PO 12338 Municipal/Household Waste	5,017.92	5,017.92
7410	182 - T.A. Mountford Inc.	PO 12849 Copier Service Contract	1,300.00	1,300.00
7411	76 - Tomar Industries, Inc.	PO 12452 Cleaning Supplies	281.55	281.55
7412	29 - Verizon Wireless	PO 12374 Cell Phone-OEM 2017	96.64	96.64
7413	1774 - Waste Management of New Jersey	PO 12851 4-6 Yard Dumpster Green Hills Schoo	175.00	175.00
TOTAL				150,403.99

Total to be paid from Fund 01 CURRENT FUND

137,842.99

Total to be paid from Fund 19 TRUST FUND

12,561.00

150,403.99

**Checks Previously Disbursed**

9999	Chase NYC ABA021000021	PO# 12468 Bond Interest	26,546.26	9/15/2017
7385	NJ Motor Vehicle Commission	PO# 12864 Register Truck #5	60.00	9/06/2017
9999	Chase NYC ABA021000021	PO# 12468 Bond Principal	175,000.00	9/15/2017
9999	Treasurer, State of NJ/2003	PO# 12398 NJDEP Loan-Lk Tranquility Dam	19,279.23	9/08/2017
9999	Treasurer, State of NJ/2003	PO# 12397 NJDEP Loan-Lk Tranquility Dam	13,742.34	9/08/2017
7384	Green Twp Board of Education	PO# 12281 School Tax	765,687.33	9/01/2017
				-----
				1,000,315.16

Total paid from Fund 01 CURRENT FUND

1,000,315.16

1,000,315.16



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

Meeting Date: 09/18/2017 For bills from 08/30/2017 to 09/13/2017

Check#	Vendor	Description	Payment	Check Total
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Total for this Bills List: **1,150,719.15**

**RESOLUTION 2017-142**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**REFUND PROPERTY TAX OVERPAYMENT**

**WHEREAS**, the 3<sup>rd</sup> quarter 2017 property taxes were paid twice; and

**WHEREAS**, the homeowner has requested a refund, as the mortgage company has paid on his behalf.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Green, in the County of Sussex, and State of New Jersey, is hereby authorized to refund said property taxes:

<u>BLOCK</u>	<u>LOT</u>	<u>NAME AND ACCOUNT #</u>	<u>AMOUNT</u>
61	4	Quintas, Michael J 23 Highland Ave Andover, NJ 07821	\$1,835.00

DATED: September 18, 2017

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 September 18, 2017.

  
\_\_\_\_\_  
Mark Zschack, Clerk/Administrator

cc: Karen Ferrone, CTC  
Linda Padula, CMFO

**Record of Vote:**

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

**ORDINANCE NO. 2017-08**  
**TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NJ**

**ORDINANCE DELETING SECTION 2-5 OF THE TOWNSHIP CODE REGARDING  
THE TOWNSHIP ADMINSTRATOR AND AMENDING SECTION 2-4.3 OF THE  
TOWNSHIP CODE REGARDING THE MUNICIPAL CLERK DUTIES**

**WHEREAS**, the Green Township Committee feels that it is in the best interest of the Township and citizens to consolidate the positions of Township Clerk and Township Administrator; and

**WHEREAS**, under Section 2-5.2 of the Township Code, only the Township Clerk may be appointed as Township Administrator; and

**WHEREAS**, the duties of the Township Clerk and Township Administrator are presently being performed by the same individual; and

**WHEREAS**, Township Ordinance 2017-06 provides for an annual compensation of \$36,400 for the position of Township Administrator and an annual compensation of \$46,800 for the position of Municipal Clerk/Registrar; and

**WHEREAS**, pursuant to N.J.S.A. § 43:15A-25.2, a public employee with more than one position eligible for participation in the Public Employee Retirement System will only receive pension credit based on the highest-paid position; and

**WHEREAS**, under the Township's current system for appointing a Township Clerk and Township Administrator, the individual appointed is unable to receive pension credit for both the position of Township Administrator and the position of Municipal Clerk/Registrar; and

**WHEREAS**, it is contrary to the Township Committee's intent for one individual to serve as both the Municipal Clerk/Registrar and Township Administrator and to receive only partial pension credit; and

**WHEREAS**, the Township Committee finds that the Township Administrator duties should be absorbed with the Township Clerk duties, to provide for a fully pensionable position;

**NOW, THEREFORE BE IT ORDAINED** by the Township Committee of the Township of Green as follows:

**SECTION 1.** Section 2-5 of the Township Code, entitled "Township Administrator" is hereby deleted in its entirety.

**SECTION 2.** Section 2-4.3 of the Township Code, entitled "Duties", shall be amended by the addition of a new subsection, which states as follows:

- j. The Municipal Clerk shall also exercise all duties of a Township Administrator, as provided by N.J.S.A. 40A:9-136.



ORDINANCE NO. 2017-08  
TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NJ


**SECTION 3.** SEVERABILITY If any provision of this Ordinance or the application of this Ordinance to any person or circumstances is held invalid, the remainder of this Ordinance shall not be affected and shall remain in full force and effect.

**SECTION 4.** REPEALER All ordinances or parts of ordinances or resolutions that are inconsistent or in opposition to the provisions of this Ordinance are hereby repealed in their entirety.

**SECTION 5.** EFFECTIVE DATE This Ordinance shall take effect immediately upon adoption and publication in accordance with law.

ATTEST:

  
\_\_\_\_\_  
Mark Zschack, Clerk/Administrator

  
\_\_\_\_\_  
Margaret "Peg" Phillips, Mayor

cc: Linda Padula, CMFO

**Record of Vote- Introduction:**

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

**Record of Vote- Adoption:**

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

INTRODUCED: September 6, 2017

ADOPTED: September 18, 2017

ADVERTISED INTRODUCTION: September 10, 2017 ADVERTISED ADOPTION: September 21, 2017

PUBLIC HEARING: September 18, 2017

**ORDINANCE NO. 2017-09**  
**TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NEW JERSEY**

**“AN ORDINANCE REVISING THE SALARY RANGE, ORDINANCE 2017-06, FOR  
OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF GREEN IN THE COUNTY  
OF SUSSEX AND STATE OF NEW JERSEY”**

**BE IT ORDAINED** by the Township Committee of the Township of Green that the salary ranges for officers and employees shall be as hereinafter specified, retroactive to January 1, 2017:

**SECTION 1.** The minimum and maximum salary range for officers or employees of the Township of Green who are employed on an annual salary basis shall be and is hereby fixed as follows:

POSITION	MINIMUM	MAXIMUM
<del>Township Administrator</del> POSITION DELETED		
Municipal Clerk/Registrar	\$45,000.00	\$100,000.00


**SECTION 2.** Salaries shall be paid in the manner and the same time as heretofore provided by ordinance.


**SECTION 3. SEVERABILITY** If any provision of this Ordinance or the application of this Ordinance to any person or circumstances is held invalid, the remainder of this Ordinance shall not be affected and shall remain in full force and effect.

**SECTION 4. REPEALER** All ordinances or parts of ordinances or resolutions that are inconsistent or in opposition to the provisions of this Ordinance are hereby repealed in their entirety.

**SECTION 5. EFFECTIVE DATE** This Ordinance shall take effect immediately upon adoption and publication in accordance with law.

ATTEST:

  
\_\_\_\_\_  
Mark Zschaack, Clerk/Administrator

  
\_\_\_\_\_  
Margaret "Peg" Phillips, Mayor

cc: Linda Padula, CMFO

**Record of Vote - Introduction:**

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

ORDINANCE NO. 2017-09  
TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NEW JERSEY

**Record of Vote - Adoption:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip	√		√			
Mr. Conkling			√			
Mr. Qarmout		√	√			
Mrs. Raffay			√			
Mrs. Phillips			√			

INTRODUCED: September 6, 2017

ADOPTED: September 18, 2017

ADVERTISED INTRODUCTION: September 10, 2017

ADVERTISED ADOPTION: September 21, 2017

PUBLIC HEARING: September 18, 2017

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**RESOLUTION 2017-135**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**OUTSIDE EMPLOYMENT**

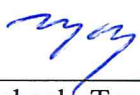
**WHEREAS**, while outside employment by municipal employees can sometimes be acceptable, it is imperative that no conflicts of interest impinge on municipal governance; and

**WHEREAS**, department heads are expected to make and/or participate in decisions in the course of their employment with Green Township based on the best interest of the Township, and not based on unrelated financial or personal gain.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Green in the County of Sussex and State of New Jersey, does hereby declare that all department heads shall, at least annually, and within five (5) days of any new employment or changes to employment position, provide to the Township Clerk an "Outside Employment" form (Appendix A) as to determine whether or not a conflict of interest exists.

DATED: September 18, 2017

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 September 18, 2017.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

cc: Linda Padula, CMFO

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip			√			
Mr. Conkling			√			
Mr. Qarmout	√		√			
Mrs. Raffay		√	√			
Mrs. Phillips			√			

RESOLUTION 2017-135  
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN  
COUNTY OF SUSSEX, STATE OF NJ

**APPENDIX A**

**OUTSIDE EMPLOYMENT**

Consistent with “best practices” enumerated by the State, the Township is requiring that all department heads provide information on any outside employment at least annually, so that the Township can assure that no conflicts of interest impinge on municipal governance.

Do you engage in employment outside of your employment with the Township of Green?

☐ Yes

☐ No

If the answer to the question above is “Yes,” please provide the following information:

Name of Employer(s): \_\_\_\_\_

Address of Employer(s): \_\_\_\_\_

Name of Contact Person(s): \_\_\_\_\_

Your Position(s): \_\_\_\_\_

Telephone Number of Employer(s): \_\_\_\_\_

Any other information that may be relevant to a determination of conflict of interest:

\_\_\_\_\_  
\_\_\_\_\_

This information will be reviewed by the Township Clerk/Administrator for possible conflicts of interest. If you gain new outside employment or change employers or positions, you shall contact the Township Clerk/Administrator and complete this form within five (5) days of any new employment or changes to employment position.

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Department

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**RESOLUTION 2017-136  
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN  
COUNTY OF SUSSEX, STATE OF NJ**

**RESOLUTION AMENDING RESOLUTION 2017-77  
REGARDING SALARY AND WAGES**

**WHEREAS**, the Governing Body of the Township of Green has heretofore adopted Ordinance 2017-09 absolving the position of Township Administrator and increasing the salary range for the Clerk/Registrar to read \$45,000.00 to \$100,000.00; and

**WHEREAS**, Resolution 2017-77 lists a salary for the Township Administrator of \$36,400.00 and Clerk/Registrar \$46,800.00 for said positions; and

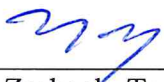
**WHEREAS**, the Governing Body of the Township of Green, declares that it is in the best interest of the Township and Citizens to consolidate the positions of Township Clerk and Township Administrator.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey that the following change is made to Resolution 2017-77:

<b>ANNUAL SALARIES:</b>		<b>2017</b>
<del>Township Administrator</del> (POSITION DELETED)		
Municipal Clerk/Registrar	Zschack	\$83,200.00

Dated: September 18, 2017

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 September 18, 2017.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

cc: Linda Padula, CMFO

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip		√	√			
Mr. Conkling	√		√			
Mr. Qarmout			√			
Mrs. Raffay			√			
Mrs. Phillips			√			



**RESOLUTION 2017-137**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**BEST PRACTICE WORKSHEET**

**WHEREAS**, The State's Fiscal Year 2018 Appropriations Act (P.L. 2017, c.99) requires the Division of Local Government Services to determine whether some portion of a municipality's CMPTRA and ETR aid will be withheld based on the results of a Best Practices Inventory to be completed by each municipality; and

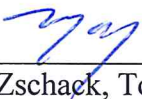
**WHEREAS**, the inventory encourages municipalities to embrace practices that promote financial accountability, sound management and transparency; and

**WHEREAS**, the Green Township Chief Financial Officer and Clerk have completed the CY 2017 Best Practice Spreadsheet.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey, does hereby accept the Best Practice Worksheet prepared by the Chief Financial Officer and authorize the Clerk to certify the worksheet for transmittal to Trenton.

Dated: September 18, 2017

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 September 18, 2017.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

cc: Linda Padula, CMFO

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip			√			
Mr. Conkling		√	√			
Mr. Qarmout	√		√			
Mrs. Raffay			√			
Mrs. Phillips			√			

**RESOLUTION 2017-139**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**AIRPORT MANAGER STIPEND**

**BE IT RESOLVED**, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey, does hereby authorize a stipend to Airport Manager Peter Sklannik in the amount of \$400.00 for responding to and assisting in the investigation of an aircraft crash and death at Trinca Airport in August of 2017, which entitles him to additional compensation.

Dated: September 18, 2017

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 September 18, 2017.



Mark Zschack, Township Clerk

cc: Linda Padula, CMFO

**Record of Vote:**

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

**RESOLUTION 2017-140**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**RECOGNIZING**  
**KEELY SCHMERBER**  
**AS THE 2017 QUEEN OF THE FAIR**

**WHEREAS**, the County of Sussex held its 2017 New Jersey State Fair/Sussex County Farm and Horse Show from August 4<sup>th</sup> through August 13<sup>th</sup>, 2017; and

**WHEREAS**, there is a strong tradition in the county to hold its annual fair with a Fair Queen presiding over the festivities; and


**WHEREAS**, the Township of Green is proud to have its candidate, **Keely Schmerber**, selected as the Queen of the 2017 N.J. State Fair/Sussex County Farm and Horse Show; and,

**WHEREAS**, **Keely** is a role model in the community and both the Township and County recognized her many accomplishments that qualified her for her role as Queen of the Fair.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Green, County of Sussex, State of New Jersey, hereby congratulates **Keely Schmerber** on her selection as the 2017 Queen of the Fair, and that the Green Township community is hereby encouraged to join in the recognition of this fine accomplishment.

Dated: September 18, 2017

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 September 18, 2017.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip	√		√			
Mr. Conkling		√	√			
Mr. Qarmout			√			
Mrs. Raffay			√			
Mrs. Phillips			√			



**RESOLUTION ES 2017-12**  
**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      \_\_\_\_\_ Contract \_\_\_\_\_ Real Property  
  
\_\_\_\_\_ Public Safety      X   Litigation/Potential Litigation    \_\_\_\_\_ Attorney-Client Privilege
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: September 18, 2017

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 September 18, 2017.



\_\_\_\_\_  
Mark Zschack, Township Clerk

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip			√			
Mr. Conkling			√			
Mr. Qarmout	√		√			
Mrs. Raffay		√	√			
Mrs. Phillips			√			