

**GREEN TOWNSHIP COMMITTEE
OCTOBER 28, 2013**

CALL TO ORDER

The October 28, 2013, meeting of the Green Township Committee was called to order at 6:02 p.m.

PLEDGE OF ALLEGIANCE

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

ROLL CALL: Present: Mr. Bilik, Mr. Chirip, Mr. Conkling, Mr. Kurzeja, and Mrs. Phillips
Also present: Clerk/Administrator, Mrs. Linda Peralta; Township Attorney, Mr. Richard Stein; and DPW Superintendent, Mr. Watson Perigo; CFO, Mrs. Linda Padula, and Deputy Clerk, Mrs. Patty DeClesis

Mayor Conkling stated the Committee will adjourn to the conference room to discuss the budget. Mr. Rich Stein stated the door is open and the public is invited.

Motion: Mr. Chirip

Seconded: Mr. Bilik

Discussion: None

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

BUDGET DISCUSSION: The Committee reviewed the five year general budget plan and the five year capital improvement plan (attached).

The Committee returned to regular meeting session at 8:14 p.m.

DISCUSSIONS:

- a. **Use of OEM Vehicle** – Mr. Stein prepared a draft lease agreement. The Risk Manager reviewed and stated there are significant insurance problems with the lease. Mr. Stein revised the lease into a Vehicle Use Agreement and stated the agreement violates the IRS regulations. Mr. Powderley, OEM asked if the cost of the car insurance can be added into his salary. Mr. Stein recommends reimbursing a mileage amount according to IRS regulations and adjusting Mr. Powderley’s stipend to include the cost of the insurance. Mayor Conkling asked Mr. Powderley to provide a copy of his insurance bill for the next Committee meeting.
- b. **29 Hillside Terrace** – Mrs. Peralta informed the Committee that Habitat for Humanity is interested in the property. They are in the process of completing their report.
- c. **Rapid Recovery’s Estimate for Trinca Airport** – Mrs. Peralta has received two estimates for the repairs at Trinca Airport. The insurance company has not yet identified the amount of coverage for the repairs.

CONSENT AGENDA:

- a. **Resolution 2013-139 – Governor’s Council on Alcoholism and Drug Abuse**
- b. **Resolution 2013-140 – Authorize Advertising for Qualifications for the Tax Map Certification**
- c. **Minutes ready for approval – October 15, 2013, regular minutes**
- d. **Department Reports**

Motion: Mrs. Phillips

Seconded: Mr. Chirip

Discussion: None

**GREEN TOWNSHIP COMMITTEE
OCTOBER 28, 2013**

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

OLD BUSINESS:

- a. Ordinance 2013-10 – Amend Land Use Development Application Completeness Checklists (Public Hearing)** – Mayor Conkling opened the meeting for public comment.

There being no comments, Mr. Chirip made a motion to close public hearing and adopt the ordinance.

Seconded: Mrs. Phillips

Discussion: None

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

NEW BUSINESS:

- a. Resolution 2013-141 – Developer’s Escrow Trust (09/28/13 to 10/18/13)**

Motion: Mrs. Phillips

Seconded: Mr. Chirip

Discussion: None

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

CORRESPONDENCE: Mrs. Peralta noted the correspondence from Mr. Rich Stein regarding the bus shelter on County Route 517 and the County Route 517 Right of Way.

MATTERS FROM THE GOVERNING BODY: None

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

- Revised department report from the Tax Collector.
- Master List of Board and Committee Members from 2013 and reappointments for 2014.

MATTERS FROM THE TOWNSHIP ATTORNEY: Mr. Stein hopes to have an update from Mr. Dennis McConnell, Sussex County Counsel with regards to the ongoing 517 right of way issues for the next Committee meeting.

MATTERS FROM THE DPW SUPERVISOR: None

PUBLIC COMMENTS AND/OR QUESTIONS: None

EXECUTIVE SESSION: None

**GREEN TOWNSHIP COMMITTEE
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ADJOURN:

Mr. Chirip made a motion to adjourn at 8:27 p.m.

Seconded: Mrs. Phillips

Discussion: None

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

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



Linda Peralta, RMC
Clerk/Administrator

11/4/2013
Date Approved

**RESOLUTION 2013-139
TOWNSHIP COMMITTEE – TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

**GOVERNOR’S COUNCIL ON ALCOHOLISM AND DRUG ABUSE
FISCAL GRANT EXTENSION JANUARY 1, 2014 TO JUNE 30, 2014**

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, non-profit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, the Township Committee of the Township of Green, County of Sussex, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages: and therefore has an established Municipal Alliance Committee; and,

WHEREAS, \$18,772.00 was approved for a Municipal Alliance grant for the January 1, 2013 through December 31,2013 grant term; and

WHERE AS, the Governor’s Council on Alcoholism and Drug Abuse extended the 2013 Grant term until June 30, 2014, in order to transition then grant to a fiscal year rather than calendar year cycle, and

WHERE AS, funding has been made available to the Action Municipal Alliance in the amount of 50% of its approved 2013 grant total for the six month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash match and 75% In-Kind Match grant requirement for the extension funding,

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Green does hereby authorize the submission of the grant extension for the Action Municipal Alliance grant in the amount of:

DEDR	\$28,158.00
Cash Match	\$7,039.50
In-Kind	\$21,118.50

The Green Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administration compliance and audit requirements.

DATED: October 28, 2013

I, Linda Peralta, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Committee on October 28, 2013.



Linda Peralta, Township Clerk

Record of Vote:

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

RESOLUTION 2013-140
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ

RESOLUTION AUTHORIZING THE TOWNSHIP OF GREEN
TO ADVERTISE FOR QUALIFICATIONS FOR
THE TAX MAP CERTIFICATION PROJECT

WHEREAS, the Tax Maps of Township of Green are in need of updating pursuant to regulations adopted by the Department of Treasury, Division of Taxation; and

WHEREAS, preparing and updating tax maps is a specialized engineering/survey professional service; and

WHEREAS, the Township is of the opinion that it is in the best interest of the Township to advertise a request for qualifications from firms to perform a tax map certification project for the Township;

WHEREAS, the Township has prepared a qualification statement as to what shall be included in the responding firm's qualification statement to allow the Township to be able to compare the responses.

NOW, THEREFORE, be it resolved by the Township Committee of the Township of Green that the Township is hereby authorized to advertise a request for qualifications for the tax map certification project with all statements of qualifications to be received by the Township no later than December 6, 2013.

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 October 28, 2013.



Linda Peralta, Township Clerk

Record of Vote:

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

cc: Penny Holenstein, Tax Assessor

ORDINANCE NO. 2013-10

**AN ORDINANCE AMENDING CHAPTER XXX OF THE
CODE OF THE TOWNSHIP OF GREEN, SUSSEX COUNTY, NEW JERSEY
ENTITLED "LAND USE REGULATIONS" BY AMENDING
SECTION 30-5.7 REGARDING LAND USE DEVELOPMENT
APPLICATION COMPLETENESS CHECKLISTS**

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

Section 1. Section 30-5.7 "Completeness Checklist" of the Code of the Township of Green is hereby amended to read as follows:

- a. (No change)
- b. (No change)
- c. (No change)
- d. (No change)
- e. Pursuant to the provisions of N.J.S. 40:55D-10.3 there are herewith adopted the following Land Use Development Application Completeness Checklists:

Planning Board

1. Checklist A: Development Applications - General Information
2. Checklist B: Minor Subdivision Plat Details
3. Checklist C: Preliminary Plat - Major Subdivision
4. Checklist D: Final Plat - Major Subdivision
5. Checklist E: Minor Site Plan
6. Checklist F: Preliminary/Final Site Plan

Zoning Board

7. Checklist Form #1 - Application for Variance or Appeal
8. Checklist Form #2 - Application Checklists
9. Checklist Form #3 - Request for Property Tax Search
10. Checklist Form #4 - Request for List of Property Owners
11. Checklist Form #5 - List of Property Owners and Manner Served
12. Checklist Form #6 - Affidavit of Applicant/Affidavit of Ownership
13. Checklist Form #7 - Corporation or Partnership Form
14. Checklist Form #8 - Site Inspection Authorization/Application Fee Statement
15. Checklist Form #9 - Publication Requirements
16. Checklist Form #10 - Notice of Public Hearing
17. Checklist Form #11 - Affidavit of Proof of Service of Notice of Hearing
18. Checklist Form #12 - FAR Calculations (and Ordinance)

See Checklist Schedules Forms A through F and Checklist Schedule Forms 1 through 12 attached to and made part of this chapter.

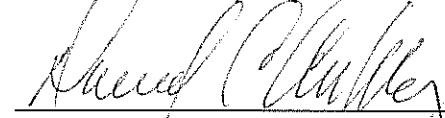
Section 2. When Effective. This ordinance shall become effective upon passage and publication as required by law.

ATTEST:

TOWNSHIP OF GREEN
IN THE COUNTY OF SUSSEX



Linda Peralta
Township Clerk



Daniel C. Conkling
Mayor, Green Township

Record of Vote – Adoption:

	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN	ABSENT
Mr. Bilik	✓			
Mr. Chirip	✓			
Mr. Kurzeja	✓			
Mrs. Phillips	✓			
Mr. Conkling	✓			

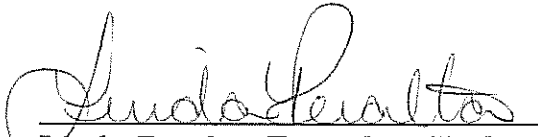
INTRODUCED: 09/23/2013 ADVERTISED INTRODUCTION: 09/29/2013
PUBLIC HEARING: 10/28/2013 ADOPTED: 10/28/2013
ADVERTISED ADOPTION:

**RESOLUTION 2013-141
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 for the Developers Escrow Trust dated from 09/28/2013 to 10/18/2013 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: October 28, 2013

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 October 28, 2013.


Linda Peralta, Township Clerk

Vote on Resolution:

	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN	ABSENT
Mr. Bilik	✓			
Mr. Chirip	✓			
Mr. Kurzeja	✓			
Mrs. Phillips	✓			
Mr. Conkling	✓			

cc: Linda Padula, CMFO

**List of Bills - (1410101002) CASH - Sussex Bank
DEVELOPERS ESCROW TRUST**
Meeting Date: 10/28/2013 For bills from 09/28/2013 to 10/18/2013

Check#	Vendor	Description	Payment	Check Total
7113	1603 - J. Caldwell & Associates	PO 9497 PB1305 Crossed Keys/Rodriguez 22/2,	1,166.50	
		PO 9903 Doggie Chalet BA1313 34/11.02	339.00	
		PO 9904 Occhifinto PB1315 27/01	734.50	2,260.00
7114	522 - Lyn Paul Aaroe, Esq.	PO 9899 Forest Knoll PB470 79/1	412.50	
		PO 9900 Rodriguez (Crossed Keys) PB1305 22/	1,427.50	
		PO 9901 Doggie Chalet BA 1313 & Stenziano/B	812.50	2,652.50
7115	520 - Suburban Consulting Engineers, Inc.	PO 9357 PB1207 Oak Run 31/1.08	153.00	
		PO 9358 PB1208 Ridge Rock 31/1.09	220.50	
		PO 9902 Rodriguez (Crossed Keys) PB1305 22/	2,575.87	2,949.37
TOTAL				7,861.87

Total to be paid from Fund 14 DEVELOPERS ESCROW TRUST 7,861.87
7,861.87

Checks Previously Disbursed

7112	Nature Conservancy of NJ	PO# 9907	Refund of Driveway Escrow 8/6	500.00 10/15/2013
7111	Castellaneta, Ken J & Ranelle R	PO# 9908	Refund Driveway Escrow 16/11.13	75.00 10/15/2013
				----- 575.00

Total paid from Fund 14 DEVELOPERS ESCROW TRUST 575.00

575.00

Total for this Bills List: 8,436.87