

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES
February 6, 2024

The Holland Township Committee meet on the above date at the Holland Township Municipal Building, 61 Church Road, Milford, N.J. at 7:00 p.m.

Roll Call: present were
Committeemen Duane Young
Committeewoman Lisa Pezzano
Deputy Mayor Scott Wilhelm
Committeemen Robert Thurgarland
Mayor Dan Bush
Attorney Matthew Lyons
Municipal Clerk Melissa Tigar

There being a quorum this meeting was called to order by Mayor Bush at 7:06 p.m.
Mayor Bush asked that all electronic equipment be turned off or silenced.

FLAG SALUTE

Mayor Bush invited the audience to join the Committee in reciting the Pledge of Allegiance.

OPEN PUBLIC MEETING STATEMENT

Clerk Tigar announced publicly at the commencement of this meeting the following statement:
Adequate notice of this meeting was given pursuant to the open public meeting act, by the Municipal Clerk on **December 14, 2023** by:

- 1) posting such notice on the bulletin board at the municipal building and on the Township website
- 2) mailing the same to the Hunterdon County Democrat and the Express-Times.

ZOOM INFORMATION

Township Committee is inviting you to a scheduled Zoom meeting.

Topic: Township Committee
Time: February 6, 2024 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/7480301411?pwd=dWgzaU91TXhjdFk5eWJNZmNPcGUxdz09&omn=89327557378>

Meeting ID: 748 030 1411
Passcode: 951148

One tap mobile
+13052241968,7480301411#, *951148# US

APPROVAL OF MINUTES OF THE January 16, 2024 Regular Meeting

Committeewoman Pezzano moved and Committeemen Young seconded the motion to approve the minutes of the January 16, 2024 regular meeting.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

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APPROVAL OF BILLS AS SUBMITTED

Committeeman Young moved and Committeewoman Pezzano seconded the motion to adopt the bills as submitted.

Holland Township
Bill List
6-Feb-24

Check#	Vendor	Description	Payment	Check Total
35058	HUNTERDON COUNTY MUNICIPAL	2024 Membership Dues	\$ 150.00	\$ 150.00
35059	Michael Pasqua	Mailbox Damage	\$ 25.85	\$ 25.85
35060	AMAZON CAPITAL SERVICES	Battery Backup	\$ 93.68	
		One Inch Weight Lifting Collars	\$ 7.99	
35061	Amerigas-Clinton 7510	Shower Heads & Plug In Fly Trap	\$ 127.26	\$ 228.93
35062	AQUA NEW JERSEY	Propane for Municipal Building	\$ 596.90	\$ 596.90
35063	AQUA NEW JERSEY	REC CTR (8796)	\$ 194.90	\$ 194.90
35064	AQUA NEW JERSEY	RRCC Pool 8797	\$ 47.80	\$ 47.80
35065	AQUA NEW JERSEY	Lawn Irrigation (9078)	\$ 19.12	\$ 19.12
35066	AQUA NEW JERSEY	910 Milford Warren Glen Rd Seasonal	\$ 19.12	\$ 19.12
35067	CLEMENS UNIFORM	001037094 0748928 910 Milford Warren Glen	\$ 321.32	\$ 321.32
		Mats for Municipal Building	\$ 41.98	
		Shop Towel / Mat Cleaning Service	\$ 23.35	
		Mats for Municipal Building	\$ 41.98	\$ 107.31
35068	COLLIERS ENGINEERING & DESIGN INC	Planner Services thru 123123	\$ 240.00	\$ 240.00
35069	COOPER ALARM SYSTEMS, INC.	Repair of DVR	\$ 225.00	\$ 225.00
35070	COOPER ELECTRICAL SUPPLY	OEM BUS CORD REPLACEMENT	\$ 84.18	
		SAIT DOME LIGHTING REPAIRS/ MUNICIPAL	\$ 347.97	\$ 432.15
35071	CREATIVE MANAGEMENT INC	DYED DIESEL	\$ 3,850.80	\$ 3,850.80
35072	Direct Energy Business	Account 1294536	\$ 335.54	\$ 335.54
35073	ELIZABETHTOWN GAS	Meter 01061655 Account 93404665351 RRCC	\$ 670.39	
		Meter 14Y735578 Account 9890459292 910	\$ 40.51	
		Meter 14Y735578 Account 9890459292 910	\$ 44.54	
		Meter 14Y735578 Account 9890459292 910	\$ 46.06	
		Meter 14Y735578 Account 9890459292 910	\$ 45.60	
		Meter 14Y735578 Account 9890459292 910	\$ 48.60	\$ 895.70
35074	ENTEL SYSTEMS, INC.	Annual Contract	\$ 668.00	\$ 668.00
35075	ENTERPRISE ELECTRICAL INC	SALT DOME LIGHTING REPAIRS/ MUNICIPAL	\$ 3,500.00	\$ 3,500.00
35076	FINCH FUEL OIL CO, INC	DPW / Library Heat Oil	\$ 1,679.22	\$ 1,679.22
35077	Finelli Consulting Engineers Inc	PB Holland Solar Farm B2 L1 O2 services	\$ 2,216.25	\$ 2,216.25
35078	FOX HILL CONDOMINIUM ASSOC., LLC	Reimbursement for Street Lighting	\$ 665.70	\$ 665.70
35079	GEBHARDT & KIEFER, P.C.	DECEMBER 2023 - GENERAL	\$ 3,162.00	\$ 3,162.00
35080	GEBHARDT & KIEFER, P.C.	Tax Appeal Dec 2023	\$ 51.00	\$ 51.00
35081	GFOA NJ	2024 Membership dues	\$ 100.00	\$ 100.00
35082	GRIFFITH-ALLIED TRUCKING	DPW/Police Gas	\$ 1,162.71	\$ 1,162.71
35083	GROUNDED EARTH YOGA LLC	Yoga January 2024	\$ 330.00	\$ 330.00
35084	HOLLAND TOWNSHIP	2024 Sewer Bill 802 Milford Warren Glen	\$ 18.30	\$ 18.30
35085	HOLLAND TOWNSHIP	1st qtr 2024 Sewer bill Milford-Warren Glen	\$ 195.00	\$ 195.00
35086	HOLLAND TOWNSHIP	2024 Sewer Bill 910 Milford Warren Glen	\$ 4,875.00	\$ 4,875.00
35087	HOLLAND TOWNSHIP	2024 Sewer bill 61 church rd B22 L22	\$ 585.00	\$ 585.00
35088	HOLLAND TWP VOLUNTEER FIRE COMPANY	2024 DONATION PAYMENTS	\$ 18,250.00	\$ 18,250.00
35089	Home Depot Credit Services	DPW Garage Bathroom Upgrades / Post	\$ 235.48	\$ 235.48
35090	HOOVER TRUCK CENTERS INC	Truck Repair Parts TRK 98 / 02	\$ 835.74	
		Headlight Springs for TRK 02 and TR	\$ 18.42	\$ 854.16
35091	HUNTERDON CTY POLICE CHIEFS' ASSOC.	2024 Membership Dues	\$ 475.00	\$ 475.00
35092	International Association of Chief	2024 Dues	\$ 190.00	\$ 190.00
35093	J C Ehrlich Co Inc	Commercial Pest Maintenance Service	\$ 300.40	\$ 300.40
35094	JERSEY CENTRAL POWER & LIGHT	100 004 557 474	\$ 75.52	\$ 75.52

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35095	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 595 Street Lights	\$	23.76	\$	23.76	\$	23.76	
35096	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 652 Street Lights	\$	1,385.39	\$	1,385.39	\$	1,385.39	
35097	JERSEY CENTRAL POWER & LIGHT	Account 100 060 952 585 Street Lights	\$	61.73	\$	61.73	\$	61.73	
35098	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 932 Case Field 12/18/23	\$	48.47	\$	48.47	\$	48.47	
35099	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball 12/18/23	\$	124.21	\$	124.21	\$	124.21	
35100	JERSEY CENTRAL POWER & LIGHT	Account 100 152 456 842 802 Milford Warren	\$	84.32	\$	84.32	\$	84.32	
35101	JERSEY CENTRAL POWER & LIGHT	100 029 305 644 - 12/20/23 - 1/19/24	\$	657.97	\$	657.97	\$	657.97	
35102	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 - 12/18/23	\$	146.04	\$	146.04	\$	146.04	
35103	JERSEY CENTRAL POWER & LIGHT	100 070 503 212 Garage 12/19/23 - 1/17/24	\$	4.09	\$	4.09	\$	4.09	
35104	JESSICA DULIN-SOTO	Yoga January 2024	\$	440.00	\$	440.00	\$	440.00	
35105	Jessica Neglia, Custodian of Petty Cash	Return of Stability Balls/Sponge	\$	33.91	\$	33.91	\$	33.91	
35106	JOHN P GALLUNA, ESQ	PB HK B24 L 3 13 review thru 010824	\$	135.00	\$	135.00	\$	135.00	
		LUB Misc General Matters	\$	135.00	\$	135.00	\$	135.00	
35107	LDI Connect	PB Misc Litigation Mill Rd Solar	\$	202.50	\$	202.50	\$	472.50	
		Copies for RRCC	\$	36.66	\$	36.66	\$	36.66	
35108	LMR DISPOSAL	Contract Usage Charge 12/22/23 - 1/21/24	\$	48.07	\$	48.07	\$	84.73	
35109	LMR DISPOSAL	Recycling Dumpster	\$	645.00	\$	645.00	\$	645.00	
35110	MELANIE WOROB	Recycling Dumpster	\$	570.00	\$	570.00	\$	570.00	
35111	MGL PRINTING SOLUTIONS	Fitness Classes January 2024	\$	1,040.00	\$	1,040.00	\$	1,040.00	
35112	MILFORD-HOLLAND RESCUE SQUAD, INC.	Tax Collector	\$	451.00	\$	451.00	\$	451.00	
35113	MILFORD/FRECHTOWN AUTO PARTS, INC.	2024 DONATION	\$	18,250.00	\$	18,250.00	\$	18,250.00	
35114	Morton Salt Inc	Fleet Repair Parts / Tools	\$	4,421.90	\$	4,421.90	\$	4,421.90	
35115	NEW JERSE LABOR LAW POSTER SERVICE	Bulk Safety Salt	\$	17,455.38	\$	17,455.38	\$	17,455.38	
35116	NICK FAUST	2024 Labor Law Poster RRCC/Police/DPW	\$	835.50	\$	835.50	\$	835.50	
35117	NJ Advance Media	Inlet Grate Modifications	\$	350.00	\$	350.00	\$	350.00	
		Prof Serv	\$	156.89	\$	156.89	\$	156.89	
		Prof Serv	\$	62.28	\$	62.28	\$	219.17	
35118	NJ DEPT OF HEALTH & SENIOR SERVICES	Jan-24	\$	214.20	\$	214.20	\$	214.20	
35119	NJ DEPT OF HEALTH & SENIOR SERVICES	Sep-21	\$	8.40	\$	8.40	\$	8.40	
35120	NJ EVENT SERVICES LLC	DPW 1/13/24 - 2/12/24	\$	110.00	\$	110.00	\$	110.00	
35121	NRG BUSINESS	SERV LOC ID 776745 61 CHURCH ROAD	\$	943.80	\$	943.80	\$	943.80	
35122	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	\$	202.50	\$	202.50	\$	202.50	
35123	PERFORMANCE TIRE CO INC	Vehicle Maintenance	\$	195.00	\$	195.00	\$	195.00	
		Tire Repair Trk 98	\$	315.72	\$	315.72	\$	510.72	
35124	POWER SYSTEMS, INC.	Fitness Equipment	\$	490.40	\$	490.40	\$	490.40	
35125	ROAD SAFETY SYSTEMS, LLC	Guardrail Replacement Shire RD	\$	10,142.00	\$	10,142.00	\$	10,142.00	
35126	RUTGERS, THE STATE UNIVERSITY OF NJ	Kozak Planning Zoning Admin Certification	\$	780.00	\$	780.00	\$	780.00	
35127	SERVICE ELECTRIC CABLE TV, INC.	Service Electric	\$	212.75	\$	212.75	\$	212.75	
35128	SSP ARCHITECTURAL GROUP, INC.	SD Design & Feasibility	\$	9,960.00	\$	9,960.00	\$	9,960.00	
35129	STAPLES BUSINESS ADVANTAGE	BIC ROUND STIC GRIP PURPLE	\$	465.60	\$	465.60	\$	465.60	
35130	Statewide Insurance Fund	1ST INSTALLMENT 2024	\$	52,613.25	\$	52,613.25	\$	52,613.25	
35131	TAMATHA ISENBERG	Yoga Flow January 2024	\$	220.00	\$	220.00	\$	220.00	
35132	THERESA VERDI	Cleaning RRCC (1/2/2024 - 1/12/2024	\$	440.00	\$	440.00	\$	440.00	
		Cleaning services at Municipal Building	\$	500.00	\$	500.00	\$	500.00	
		Cleaning services at Municipal Building	\$	700.00	\$	700.00	\$	700.00	
35133	TRIFLEX IT SOLUTIONS, LLC	Cleaning RRCC Jan 15, 2024 - Jan 31, 2024	\$	440.00	\$	440.00	\$	2,080.00	
35134	U.S. MUNICIPAL SUPPLY, INC.	Electric Backup, Cable and Shipping	\$	146.66	\$	146.66	\$	146.66	
35135	VERIZON	Chains for Fleet Trucks	\$	2,317.43	\$	2,317.43	\$	2,317.43	
35136	VERIZON	JANUARY 2024 BILLING	\$	254.31	\$	254.31	\$	254.31	
		DEC 2024 BILLING	\$	67.34	\$	67.34	\$	67.34	
		DEC 2024 BILLING	\$	1,828.15	\$	1,828.15	\$	1,895.49	
35137	WB Mason Co Inc	Office Supplies	\$	290.04	\$	290.04	\$	290.04	
			TOTALS:			\$	178,941.80	\$	178,941.80

1 Quadient

refill postage machine \$ 300.00 \$ 300.00

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1222024	Quadient	refill postage machine sewer billing	\$	400.00	\$	400.00
1302024	NJ STATE	Feb 24 Retiree Health Insurance	\$	3,950.30	\$	3,950.30
1312024	NJ STATE	Feb 24 Health Insurance	\$	35,241.56	\$	35,241.56
2012024	GUARDIAN	Feb 24 Dental Insurance	\$	3,035.14	\$	3,035.14

TOTALS: \$ 42,927.00 \$ 42,927.00

TOTAL BILL LIST 2/6/2024 \$ 221,868.80 \$ 221,868.80

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

OLD BUSINESS FROM TOWNSHIP COMMITTEE

ORDINANCE 2024-01 (Amendment)-Public Hearing/Final Adoption

Committeemen Young moved and Committeemen Thurgarland seconded the motion to adopt Ordinance 2024-01 on Final Reading. This Ordinance will become effective upon publication on February 15, 2024

ORDINANCE TO EXCEED THE CALENDAR YEAR 2024 MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (NJSA 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Governing body of the Township of Holland in the County of Hunterdon finds it advisable and necessary to increase its CY 2024 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Governing body hereby determines that a 3.5% increase in the budget for said year, amounting to \$49,236.56 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Governing body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Governing body of Township of Holland, in the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2024 budget year, the final appropriations of the Township of Holland shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$172,327.98, and that the CY 2024 municipal budget for the Township of Holland be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

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BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

PUBLIC HEARING:

- Mr. Rizzello ~ explanation as to what the Ordinance means.

With no further comments the Public Hearing was ordered closed.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

ORDINANCE 2024-02-Public Hearing/Final Adoption

Committeeman Young moved and Deputy Mayor Wilhelm seconded the motion to adopt Ordinance 2024-02 on Final Adoption. This Ordinance will become effective upon publication on February 15, 2024

AN ORDINANCE TO AMEND ORDINANCE 2023-02 TO DETERMINE AND FIX THE SALARIES AND WAGES OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOLLAND, IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY

BE IT ORDAINED by the Township of Holland, in the County of Hunterdon and State of New Jersey, as follows:

SECTION 1. The salaries or wages to be paid certain officers or employees of the Township of Holland are hereby determined and fixed at the following amounts or rates, or ranges of amounts or rates, where NJSMW is defined as New Jersey State Minimum Wage, for the calendar year 2024 and until the same are amended by subsequent ordinance of this Township:

OFFICE/TITLE	MINIMUM	MAXIMUM
Township Committee	\$4,000.00	\$8,000.00
Municipal Clerk	\$42,000.00	\$85,000.00
Registrar	\$4,000.00	\$7,000.00
Deputy Municipal Clerk	\$22,000.00	\$45,000.00
Deputy Registrar	\$1,500.00	\$4,000.00
Substitute Secretarial Help	NJSMW	\$35.00
Chief Finance Officer (salaried)	\$20,000.00	\$110,000.00
Chief Finance Officer (hourly)	\$30.00	\$65.00
Finance Assistant (hourly)	\$17.00	\$80.00
Qualified Purchasing Agent	\$4,000.00	\$10,000.00
Animal Control Secretary	NJSMW	\$25.00
Tax Collector	\$1,000.00	\$50,000.00
Deputy Tax Collector	\$1,000.00	\$15,000.00
Sewer Rent Collector	\$1,000.00	\$50,000.00
Deputy Sewer Rent Collector	\$1,000.00	\$15,000.00
Licensed Sewer Operator	\$3,000.00	\$8,000.00
Tax Assessor	\$20,000.00	\$50,000.00

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Land Use Administrator (Planning Secretary, Zoning Secretary, Zoning Officer, Development Reg. Officer, Municipal Housing Liaison, Recycling Secretarial Work)	\$40,000.00	\$75,000.00
Planning Secretary (hourly)	NJSMW	\$30.00
Zoning Secretary (hourly)	NJSMW	\$30.00
Municipal Housing Liaison	\$500.00	\$3,000.00
Zoning Officer	\$5,000.00	\$35,000.00
Development Regulations Officer	\$4,000.00	\$20,000.00
PERC Witness, per hour	NJSMW	\$20.00
<u>Police:</u>		
Police Chief	\$80,000.00	\$170,000.00
Community Emergency Response Team Coordinator	\$5,000.00	\$25,000.00
Police Administrative Coordinator	\$30,000.00	\$60,000.00
Deputy Police Records Custodian	\$1,500.00	\$3,500.00
Emergency Management Secretary	\$1,000.00	\$3,500.00
Sergeant	\$3,000.00	\$6,000.00
Police Officers	\$30,000.00	\$115,000.00
Part-Time Police Officer	\$18.00	\$35.00
Class III Officer	\$40,000.00	\$50,000.00
(Reimbursable through a formal Shared Service Agreement entered into by the Township and the Holland Township Board of Education)		
<u>Public Works:</u>		
DPW/Buildings Supt.	\$60,000.00	\$105,000.00
Public Works Employee	\$20.00	\$40.00
Public Works Temporary Supervisor, per hour	\$3.25	\$10.00
Part Time Snow Removal:	NJSMW	\$30.00
Part Time Seasonal Employees (Public Works)	NJSMW	\$25.00
<u>Buildings and Grounds:</u>	NJSMW	\$25.00
<u>Recycling:</u>		
Recycling Center Manager	NJSMW	\$25.00
Recycling Help	NJSMW	\$20.00
<u>Board Secretaries: Per Meeting Attended</u>		
Parks and Recreation Secretary	\$50.00	\$100.00
Board of Health Secretary	\$50.00	\$100.00
Environmental Commission Secretary	\$50.00	\$100.00
Historic Preservation Secretary	\$50.00	\$100.00
Agriculture Advisory	\$50.00	\$100.00
<u>Riegel Ridge Community Center:</u>		
Director	\$30,000.00	\$75,000.00
Member Services Rep.	NJSMW	\$25.00
Operational Support Coordinator (Full Time)	\$35,000.00	\$45,000.00
Front Desk Staff:	NJSMW	\$20.00
Child Watch:	NJSMW	\$20.00
Toddler Time:	NJSMW	\$20.00
Group Exercise Instructors (Per Class):	NJSMW	\$35.00
Certified Personal Trainers (Per Session):	NJSMW	\$40.00
Pool Supervisor:	\$7,000.00	\$12,000.00
<u>Prosecutor / Public Defender:</u>		
Prosecutor	\$6,000.00	\$9,000.00

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Alternate Prosecutor (Per Court Session) \$200.00 \$400.00
 Public Defender \$750.00 \$2,500.00
 Alternate Public Defender (Per Court Session) \$200.00 \$400.00

Joint Municipal Court:

Per Joint Court Agreement Share

Judge, pro-rated based on % \$1,000.00 \$15,000.00
 Court Admin., pro-rated on % \$1,000.00 \$15,000.00
 Violations Clerk , per hr, pro-rated on % NJSMW \$30.00
 Security, per hour, pro-rated 1/3 \$18.00 \$35.00
 Court Runner, per hour, pro-rated 1/3 NJSMW \$30.00

PUBLIC HEARING:

There being no comments the public hearing was ordered closed.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

LIAISON REPORTS

Mr. Young

- Green Team has resubmitted grant for solar for the Township Buildings

Mr. Thurgarland

- Awaiting January Animal Control Report
- Attempt to repair scoreboard. Not fixable so a new one will be put in place
- Looking into upgrading serves for various departments.
- QPA is working on 3 quotes for Lawn Maintenance for 2024
- Working on quotes for 150th Anniversary merchandise
- Library meeting will be next week. Book locker is fully operational and staff training has been completed

Mr. Bush

- Holland School – received a grant for free pre-school. Applying for a grant for regionalization with Frenchtown. Deputy Mayor Wilhelm and Mayor Bush to meet with Superintendent Stephanie Snyder in the near future regarding their 3 year plan, regionalization and the Townships reassessment.
 - Attended Del Val High School Freshman Orientation. Has asked for a meeting with Scott McKinney and Teresa O’Brien to see what 2024 hold for our Tax payers.
 - Budget process is underway. There will not be a Tax increase on the Municipal Budget.
 - Executive session to discuss 802 Milford Warren Glen Road
 - Road projects– Second grant applied for Old River Road. First half should be completed this Spring
 - Contract regarding maintenance of the Township ball fields on the agenda
- Mr. Wilhelm
- Land Use Board meeting with new attorney next week.
 - Meeting with Mrs. Kozak later this week.
- Ms. Pezzano
- Camp rates for 2024. Residents will now get a 25% discount

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NEW BUSINESS FROM TOWNSHIP COMMITTEE

Approval for Mayor to sign 2023 Application for Library State Aid

Deputy Mayor Wilhelm moved and Committeewoman Pezzano seconded the motion to approve the mayor to sign the 2023 Application for Library State Aid.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

Appointment by Mayor-Mayor announces his appointment of Brooke Gatley to Sustainable Green Team. Term expiring 12/31/2024
Committeemen Young moved and Deputy Mayor Wilhelm seconded the motion to appoint Brooke Gatley to Sustainable Green Team.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

Approval for Mayor to sign GTT Services 2024 Veg Maintenance service for 2 softball fields at RRCC and one at the Holland Township Municipal Building.
Committeemen Thurgarland moved and Committeemen Young seconded the motion to approve the Mayor to sign the GTT Services agreement.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

Approval for Mayor to sign the New Jersey Urban & Community Forestry 2023 Annual Accomplishment Report.

Committeemen Young moved and Deputy Mayor Wilhelm seconded the motion to approve the Mayor to sign the New Jersey Urban & Community Forestry 2023 Annual Accomplishment Report.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

Approval of Raffle Application: Application for Raffle 2024-01 **Milford Lions Club**

Off-premise draw raffle awarding cash-50/50 (To be held 06/02/2024 12:00-4:00 p.m. at Farmers Sportsman's Club)

Committeemen Thurgarland moved and Committeemen Young seconded the motion to approve raffle application 2024-01.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

HOLLAND TOWNSHIP COMMITTEE
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Approval of Raffle Application: Application for Raffle 2024-02 **Holland Township Womans Club-** On-Premises Draw Raffle for Cash (50/50) (To be held 3/23/24 10:00 a.m. – 3:00 p.m. at Whispering Pines) Committeemen Young moved and Committeemen Thurgarland seconded the motion to approve raffle application 2024-02.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

Approval of the 2024 Summer Camp Rates:

Committeemen Thurgarland moved and Committeewoman Pezzano seconded the motion to approve the 2024 Summer Camp Rates.

	Resident	Non-Resident
2024	\$ 259.00	\$ 324.00
2023	\$ 235.00	\$ 279.00

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

RESOLUTION – Budget Transfer

Committeemen Young moved and Deputy Mayor Wilhelm seconded the motion to adopt the following Resolution:

BUDGET TRANSFER

WHEREAS, the Municipal Budget for the year 2023 was approved on April 4, 2023 and adopted on April 19, 2023, and

WHEREAS, N.J.S.A. 40A:4-58 permits appropriation transfers to be made during the last two months of the fiscal year, and reserve appropriation transfers to be made during the first three months of the following fiscal year.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland that the Chief Financial Officer is hereby authorized to make the following budget transfers:

APPROPRIATION FROM AMOUNT TO AMOUNT

Municipal Clerk OE \$500.00
Board of Health OE \$500.00

BE IT FURTHER RESOLVED that a Certified Copy of this Resolution be provided by the Municipal Clerk to the Chief Financial Officer.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

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RESOLUTION- Update #1 to 2024 Salaries and Wages
Committeewoman Pezzano moved and Committeemen Young seconded the motion to adopt the following Resolution:

Update # 1 2024 Salaries and Wages

WHEREAS, the Holland Township Committee adopted the 2024 Salary Resolution on December 19, 2023, and

WHEREAS, the Township Committee wishes to add a newly hired Police Administrative Coordinator, and

WHEREAS, the following update #1 to the 2024 Salary Resolution falls within the ranges established by the Holland Township Salary Ordinance 2023-5 adopted on final reading February 7, 2023, and amended by Ordinance 2024-2 adopted on final reading February 6, 2024, and

NOW THEREFORE BE IT RESOLVED, by the Holland Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that the following updates are effective February 6, 2024.

Position (Name)	Salary
Township Committee (Bush)	\$ 4,000.00
Township Committee (Young)	\$ 4,000.00
Township Committee (Thurgarland)	\$ 4,000.00
Township Committee (Wilhelm)	\$ 4,000.00
Township Committee (Pezzano)	\$ 4,000.00
Township Clerk (Tigar)	\$ 80,975.00
Registrar (Tigar)	\$ 6,150.00
Deputy Registrar (Gravelle) Resolution 1/18/2023	\$ 2,562.50
Substitute Secretarial Help (Hammerstone)	\$ 17.25
Substitute Secretarial Help (Colucci)	\$ 16.21
Chief Finance Officer (Gano)	\$ 101,000.00
Finance Assistant (Stevens)	\$ 22.62
Qualified Purchasing Agent (Hance)	\$ 6,246.86
Animal Control Secretary (Colucci)	\$ 20.61
Tax Collector (Silvia)	\$ 12,710.00
Deputy Tax Collector (VanBuskirk)	\$ 11,377.50
Sewer Rent Collector (Silvia)	\$ 2,665.00
Deputy Sewer Rent Collector (VanBuskirk)	\$ 2,460.00
Tax Assessor (Trivigno)	\$ 45,114.37
<u>Planning / Zoning:</u>	
Land Use Board Secretary (Kozak) [Included #1 New 1/1/2022]	\$ 57,336.22
Municipal Housing Liaison (Kozak) [Included #1]	
Zoning Officer (Kozak) [Included #1]	
Development Reg Officer (Kozak) [Included #1]	
Recycling Secretarial Work [Included #1]	
PERC Witness, per hour (Underhill)	\$ 17.77

HOLLAND TOWNSHIP COMMITTEE
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PERC Witness, per hour (Martin)	\$	17.77
<u>Police:</u>		
Police Chief (Gutsick) [DOH 4/14/2008] Emerg Mgmt Serv \$5,000	\$	128,885.48
Police Administrative Coordinator (Whitmore)	\$	52,000.00
Community Emergency Response Team Coordinator (Gutsick)	\$	13,000.00
Emergency Management Secretary (Whitmore)	\$	2,000.00
<u>Per PBA Contract (For Information Only)</u>		
Sergeant	\$	5,000.00
Heilig	\$	111,573.00
Young	\$	111,573.00
Yasunas [Resolution 5/21/19] [\$69,817: 1/1 to 6/30/24, \$75,229: 7/1-12/31/24]	\$	72,523.00
DeCataldo [Resolution 12/15/20] [1/1/23-12/31/23 \$57,836 : 1/1/24-12/31/24 \$64,405.00]	\$	64,405.00
Costello [Resolution 6/21/2022] 1/1-7/4/24 \$53,5800.00 - 7/5/24-12/31/24 \$58,993.00]	\$	56,202.00
Spuler [Resolution 6/21/2022] 1/1-7/4/24 \$53,5800.00 - 7/5/24-12/31/24 \$58,993.00]	\$	56,202.00
Dugan [Resolution 12/20/22] [1/1/23-12/31/23 \$47,224 : 1/1/24-12/31/24 \$53,580.00]	\$	53,580.00
Part-Time Police Officer (vacant)	\$	22.52
Class III	\$	43,200.00
HTSD reimbursement	\$	(43,200.00)
<u>Public Works:</u>		
DPW/Buildings Supt. (Colaluce) [DOH 11/23/15]	\$	95,742.08
Mazur (2,080 hours @ \$38.25 per hour)	\$	79,560.00
Modica (2,080 hours @ \$38.25 per hour)	\$	79,560.00
Holder (2,080 hours @ \$30.00 per hour)	\$	62,400.00
Mayer (2,080 hours @ \$30.00 per hour) [\$29 per hr 1/1-5/31/24, \$30 per hr 6/1-12/31/24]	\$	61,600.00
Langreder (2,080 hours @ \$28.00 per hour) [\$27 per hr 1/1-7/31/24, \$28 per hr 8/1-12/31/24]	\$	56,960.00
Hammerstone (2,080 hours @ \$27.00 per hour) [\$26 per hr 1/1-8/31/24, \$27 per hr 9/1-12/31/24]	\$	54,720.00
Part Time Building & Grounds Maintenance (Kaplan) 27.5 x 19.5	\$	27,378.00

HOLLAND TOWNSHIP COMMITTEE
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Public Works Temporary Supervisor, per hour	\$	4.60
<u>Part Time Snow Removal:</u>		
Croasdale	\$	-
<u>Part Time Seasonal Employees (Public Works)</u>		
	\$	15.13
<u>Buildings and Grounds:</u>		
Open	\$	15.13
<u>Recycling:</u>		
Recycling Center Manager (Patrey)	\$	20.00
Armenti, Alec	\$	15.13
<u>Board Secretaries: Per Meeting Attended</u>		
Parks and Recreation Secretary (Kozak)	\$	100.00
Board of Health Secretary (Hammerstone)	\$	100.00
Environmental Commission Secretary (Kozak)	\$	100.00
Historic Preservation Secretary (Kirby-McDonough)	\$	100.00
Agriculture Advisory (Kirby-McDonough)	\$	100.00
<u>Riegel Ridge Community Center:</u>		
Director (Neglia)	\$	69,133.65
Operational Support Coordinator (Jenkins)	\$	39,975.00
Member Services Rep. (Pecchia, Melissa)	\$	16.74
Member Services Rep. (Ihling, Diane)	\$	16.74
Member Services Rep. (Heller, Melanie)	\$	15.94
<u>Pool Supervisor:</u>		
Neglia	\$	8,577.28
<u>Front Desk Staff:</u>		
Cooley, Harry	\$	15.13
Frazier, Katherine	\$	15.13
Furmanek, Jennifer	\$	15.13
Hults, Nicholas	\$	15.13
Jacobs, George	\$	15.13
Mazzafferro, Vittoria	\$	15.13
Nugent, Elizabeth	\$	15.13
Scott, Mikaela	\$	15.13
Verdi, Victoria	\$	15.13
<u>Tumble Time:</u>		
Bet, Heather	\$	17.06
<u>Group Exercise Instructors</u>		
Hatch, Gayle (Per Class):	\$	32.01
Hatch, Rebecca	\$	26.14
<u>Certified Personal Trainers (Per Session):</u>		
Hatch, Gayle	\$	37.47

HOLLAND TOWNSHIP COMMITTEE
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Neglia, Jessica	\$	37.47
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Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

RESOLUTION-Approval to Hire: Halle Whitmore as Police Administrative Coordinator and Office of Emergency Management Secretary effective February 7, 2024 at a combined salary of \$54,000.00. Committeeman Thurgarland moved and Committeeman Young seconded the motion to adopt the following Resolution:

AUTHORIZING THE TOWNSHIP OF HOLLAND TO HIRE HALLE WHITMORE AS THE NEW POLICE ADMINISTRATOR AND OFFICE OF EMERGENCY MANAGEMENT SECRETARY

WHEREAS, in order to maintain the health, safety, and welfare of the public at large, the Holland Township Committee has determined that it is necessary to hire a full-time Police Administrator and Office of Emergency Management Secretary; and

WHEREAS, pursuant to Section 32-5 of the Code of the Township of Holland (the “Code”) the Holland Township Committee conducted interviews of various applicants; and

WHEREAS, the Committee and the Holland Township Police Chief have reviewed Halle Whitmore’s application, qualifications, background check, qualifications and have found them all to be acceptable; and

WHEREAS, the salary associated with Halle Whitmore as Police Administrator and the Office of Emergency Management Secretary shall be set at the sum of \$54,000.00 which includes \$2,000 of that for her services to act as the Office of Emergency Management Secretary (confirmed by CFO) for 40 hours per week of employment.

WHEREAS, the new hire as Police Administrator, Halle Whitmore shall follow the Holland Township Personnel and Procedures Handbook for time off, leave of absence and benefits and the SOP Volume II Chapter 06 for Police Policies.

WHEREAS, the new hire as Police Administrator, Halle Whitmore’s start date shall be Wednesday, February 7, 2024.

WHEREAS, the Chief Financial Officer has determined that there are sufficient funds available in the General Operations Municipal budget to pay for this employee; and

WHEREAS, the Chief of Police has set forth an appropriate date for assignment; and

WHEREAS, all other terms and conditions of employment relating to this new hire shall be as set forth in the Holland Township Personnel and Procedures Handbook for time off, leave of absence and benefits and the SOP Volume II Chapter 06 for Police Policies; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, that, effective February 7, 2024, Halle Whitmore is appointed as Police Administrator and Office of Emergency Management Secretary, in accordance with Ordinance §32-5 at the salary of \$54,000.00 per year.

BE IT FURTHER RESOLVED, that the employment of this new hire shall be conditioned upon passing all applicable requirements set forth in the applicable ordinances, statutes, and regulations; and

BE IT FINALLY RESOLVED, that all appropriate Township officials are hereby authorized and directed to take all appropriate actions in furtherance of the intentions set forth in this Resolution.

HOLLAND TOWNSHIP COMMITTEE
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Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

BUSINESS FROM TOWNSHIP ATTORNEY

Executive Session regarding 802 Milford Warren Glen Road. No formal action will be taken.

Changes to Affordable Housing State Law which will require more units and spending by municipalities. Both chambers have approved the bill on January 29, 2024. Should be passed soon.

Mayor asked attorney to write a Memo to Hunterdon County Department of Engineering regarding HA3 culvert and flooding.

MEETING OPEN TO PUBLIC (speakers will be limited to 3 minutes)

EXECUTIVE SESSION

RESOLUTION-to enter into Executive Session

Committeemen Thurgarland moved and Deputy Mayor Wilhelm seconded the motion to adopt the following Resolution:

Entering into Executive Session

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 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;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Holland, that the public shall be excluded from discussion of the following matter(s):

- N.J.S.A. 10:4-12 b. RE: 802 Milford Warren Glen Road
(7) pending or anticipated litigation or contract negotiation other than in subsection b. (4) herein in which the public body is, or may become, a party, or matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

BE IT FURTHER RESOLVED, that Minutes will be kept on file in the Municipal Clerk's Office, and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public. This Resolution will take effect immediately.

Action will not be taken when the Township Committee returns to Open Session.

RETURN TO OPEN SESSION

Committeeman Thurgarland moved and Committeewoman Pezzano seconded the motion to return to Open Session at 8:08 p.m.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

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ADJOURN


Committeeman Thurgarland moved and Committeemen Young seconded the motion to adjourn at 8:09 p.m.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Pezzano	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

Respectfully Submitted,


Melissa S. Tigar
Municipal Clerk

Approved By,


Dan Bush, Mayor
Scott Wilhelm, Deputy Mayor

