



Township of Holland
IN
HUNTERDON COUNTY

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www.hollandtownship.org

Draft Agenda-Business to the extent known

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA

January 19, 2016

MEETING CALLED TO ORDER

If you haven't already done so, please turn off or silence all electronic equipment

FLAG SALUTE

"At this time, I would like to invite the audience to join the Committee in reciting the Pledge of Allegiance"

CLERK READS OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was given pursuant to the open public meeting act, by the Township Clerk on November 12, 2015 by:

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

APPROVAL OF MINUTES OF THE:

December 15, 2015 Regular Meeting and Executive Session
January 1, 2016 Re-organizational Meeting

APPROVAL OF BILLS AS SUBMITTED

Bills paid January 5, 2016 per Resolution adopted 1/1/2016

Check#	Vendor	Description	Payment	Check
20672	4IMPRINT, INC.	School Stormwater Educational Give	951.85	951.85
20673	ALLEGRO ENTERPRISES, INC.	Bottled Water for the Township	27.25	27.25
20674	AMAZON.COM, LLC Police	Police / OEM	340.59	340.59
20675	Amber Campbell	2015 Refund for Background Check	40	40
20676	AMERICAN LAWN ENFORCEMENT, LLC	Holland Park leaf clean up November	500	500
20677	AMERIGAS - CLINTON 7510	Propane for Municipal Del 122115 38	322.85	322.85
20678	AMY R KIRK	Yoga	220	220
20679	AQUA NEW JERSEY	RRCC Pool 111315-121515 (8797)	40.78	
		RRCC 111315 -121515 (8796)	286.09	
		Sewer Lift Sta 111315 - 121515 (89	17.39	
		910 Lawn Irrigation 111315 - 121515	16.31	
		910 Milford WG RD Seasonal Yard Hydr	16.31	376.88
20680	CASTLE SEPTIC SERVICE CORP.	Monthly Toilet Rental Charge	70	70
20681	CERTIFIED CHEMICAL COMPANY	floor cleaner, towels	506.06	
		Diesel Additive & Tank Treatment	384.21	890.27

20682	Choice Marketing Inc	Police Trading Cards	1,113.95	1,113.95
20683	Cleary Giacobbe Alfieri Jacobs	2015 Labor Attorney services 110415	90	90
20684	CLEMENS UNIFORM	Rags for cleaning	58.9	
		Mats for Municipal Building 121715	35.25	94.15
20685	DAVIS BUSINESS MACHINES, INC.	Copies for canon	513.85	513.85
20686	Daxko LLC	Computer Software Services	434	434
20687	DUTCH MILL MARKET	2015 Employee Christmas Party 12221	46.21	46.21
20688	ELIZABETH C. McKENZIE	Highlands Grant Module 3	1,837.50	
		Highlands Grant module 3	393.75	
		Highlands Grant modular 3	437.5	2,668.75
20689	ELIZABETHTOWN GAS	Meter 14Y735578 Account Number 9890	20.39	
		Meter 01061655 Account Number 93046	343.06	363.45
20690	EUGENIA FRANZO	Zumba	263.8	263.8
20691	EVA VELEZ	yoga	440	440
20692	FERGUSON - LAKEWOOD #501	Sew PUMP	347.44	347.44
20693	FINCH FUEL OIL CO, INC	#2 Fuel Oil to Spring Mills Rd 143	205.87	
		ULSDDYED 1.4115/gal del -120115 321	453.41	
		UNLEADED GAS 1.4611/gal del 120115	409.39	
		#2 Fuel Oil to Spring Mills Rd 143	186.63	
		ULSDDYED 1.1628/gal del -122215 450	523.71	
		#2 Fuel Oil to Spring Mills Rd 132	148.51	1,927.52
20694	FLEMINGTON DEPARTMENT STORE	2015 Shoe Allowance - George Mazur	144.95	
		2015 Shoe Allowance - Randy Lippincott	166.95	
		2015 Shoe Allowance - Alan Turdo	147.95	459.85
20695	GEBHARDT & KIEFER, P.C.	Services 1001-103115 PennEast Pipe	3,456.00	3,456.00
20696	GEBHARDT & KIEFER, P.C.	Services 120115-120815 general Beth	89.77	89.77
20697	GEORGE MAZUR	2015 Glasses, Clothing, Bibs	588.83	588.83
20698	GRAINGER	Dust Mop, Mop	67.73	
		Sensor Kit	466.62	534.35
20699	GROUP MELVIN DESIGN	Highlands Grant Mod 2 Build out rep	1,761.15	
		Highlands Grant Mod 2 Build out rep	3,525.70	5,286.85
20700	H.J. OPDYKE LUMBER COMPANY, INC.	cement	44.96	44.96
20701	JERSEY CENTRAL POWER & LIGHT	Account 100 004 556 468 Consumption	321.16	
		Account 100 004 557 474 Street Light	69.46	
			6.77	
			790.49	
		Account 100 004 272 595 Street Light	1,811.32	
		Account 100 060 952 585 Street Light	56.63	
		Account 100 004 272 652 Street Light	571.36	3,627.19
20702	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 553 Street Light	151.7	
		Account 100 105 886 640 914 Milford	291	
		Account 100 004 591 283 Gridley Cir	165.33	
		Account 100 070 503 212 Pool	4.07	
		Account 100 004 555 932 Case Field	116.72	
		Account 100 077 061 016	109.51	

		Account 100 004 555 858 Baseball 51	163.33	
		Account 100 003 579 271 Library	113.43	1,115.09
20703	JESSICA NEGLIA	Soda for Holiday Party	15	15
20704	MUNICIPAL EMERGENCY SERVICES INC. -	Glock Night Sight	252	252
20705	MARIA ELENA JENNETTE KOZAK	Misc reimbursements	132.52	132.52
20706	MASER CONSULTING PA	Bellis Road FY Phase 2 NJDOT Project	337.5	
		General Engineer Services thru 1206	1,215.00	
		WWMP Draft 2 from Highlands Council	405	
		Sewer Repair Project work thru 1206	2,688.86	
		Charles Road Improvement eng servic	67.5	
		Bellis Road FY 2015 NJDOT Appl Eng	218.75	
		Bellis Road FY 2015 NJDOT Appl Eng	32.5	
		Sewer Repair Project work thru 1206	601.25	5,566.36
20707	MASER CONSULTING PA	Perform Final Inspections on various	900	
		Perform Final Inspections on various	200	1,100.00
20708	EDWARD HORSFALL	Computer Service - October 2015	400	
		Computer Services - October	200	600
20709	MELANIE WORO	Zumba	438.6	438.6
20710	MEZZA LUNA PIZZA	Township Holiday Party 12/22/15	335	335
20711	MORROW & MORROW, LLP	PB Cellco Verizon - Dennis RoadB1.0	945.5	945.5
20712	MORROW & MORROW, LLP	PB Misc general Matters 120115-1231	31	31
20713	NJN PUBLISHING	TC Ordinance 2015-101 Intro amend S	48.89	
		2015 Sale of property for non-payment	349.92	
		TC Ordinance 2015-11 Final Salaries	20.88	
		TC Res 2015 12-01 chg order Charles	66.63	486.32
20714	OFFICE DEPOT, INC.	Office Supplies	37.37	37.37
20715	PILATES BY CORRINE, LLC	Pilates	504.4	504.4
20716	POWER SYSTEMS, INC.	Wrist Roller	39.95	39.95
20717	POWER WITH PRESTIGE	Generator Per Bid	23,520.00	23,520.00
20718	POWERCO, INC.	evaluation of tractor	170	170
20719	R/H TRUCK PARTS	Diesel Fuel Treatment	57.49	
		Coolant Tanks	531.06	588.55
20720	RANDY LIPPINCOTT	2015 Clothing Allowance	50.31	50.31
20721	RARITAN VALLEY DISPOSAL #865	30 Yard Garbage Dumpsters 2015	1,020.00	1,020.00
20722	Riegelsville Auto Care LLC	Vehicle Maintenance	50.59	
		15-11 Vehicle Maintenance	71.19	121.78
20723	RTG 2, LLC	2015 Tub Grinding	2,250.00	2,250.00
20724	RUSSELL REID, INC.	Gridley Pump Station & Holland School	1,976.61	1,976.61
20725	SAMZIE'S UNIFORMS	CERT Jackets for New Members	756	756
20726	SANICO, INC.	Monthly Invoice 4 YD Cont 1 pu/wk	134.05	134.05
20727	SERVICE ELECTRIC CABLE TV, INC.	Internet Powered by Pentele Data -	64.99	64.99
20728	SHERILYNN MAHONEY	Supplies for X MAs toddler time par	57.16	57.16
20729	STAPLES BUSINESS ADVANTAGE	Staples Supplies	128.82	
		Pens, Paper, Ink	271.51	
		Misc. Office Supplies	258.44	

	Supplies	110.09	768.86
20730	STEM BROTHERS, INC.	Truck Inspection F250 Plate MG59063	89.9
	Propane to spring mills 11.3 gal	29.09	
	Propane to spring mills 5.5 gal	15.7	134.69
20731	TAD J DABROWSKI	REDEMPTION OF CERTIFICATE 2011-14 B	1,096.22
20732	TREASURER, STATE OF NJ	Marriage License fees-4 th quarter	150
	REDEMPTION OF CERTIFICATE 2015-008 B	1,522.83	1,522.83
20733	US Bank Cust/Pro Cap 4 & Creditors	Filter & V-Belt	33.67
20734	VALLEY AUTO SUPPLY	B&G 112615 - 122515	82.13
20735	VERIZON	MB 112615 - 122515	1,074.04
	PD 112615 - 122515	569.27	
	DPW 112615 - 122515	237.23	
	Sewer 112615 - 122515	32.14	
	Recycling 112615 - 122515	84.52	2,079.33
20736	VERIZON WIRELESS	Cell Phones/Air Cards - November 20	587.88
20737	H & K Group, Inc.	2015 Broken Asphalt	367.96
	2015 Blacktop	2,230.16	2,598.12
20738	WOODRUFF ENERGY	NATURAL GAS 1,176,588 UNITS	540.09
	TOTAL		77,950.86

CURRENT FUND BUDGET AND APPROPRIATION RESERVES	35,321.52
GRANT FUND BUDGET AND APPROPRIATION RESERVES	35,123.87
GENERAL CAPITAL FUNDS BUDGET AND APPROPRIATION RESERVES	405.00
SEWER FUND BUDGET AND APPROPRIATION RESERVES	2,664.86
SEWER CAPITAL BUDGET AND APPROPRIATION RESERVES	3,290.11
ESCROW FUNDS	1,145.50
	77,950.86

Bills paid January 19, 2016

Vendor	Description	Payment	Total Check
ALAN J. TURDO	Mileage	29.16	29.16
Allen Hills	Custom Sign	72.00	72.00
ALLIED OIL, LLC	Unleaded Gas 87 Oct 193.60 gal price	264.42	
	Dyed ULSD w/ Chemical Winter 218 gal	269.93	534.35
AMERIGAS - CLINTON 7510	Propane Tank for Municipal Rental 1	200.00	200.00
AMY R KIRK	Yoga - December	275.00	275.00
Animal Control & Investigate Services	2016 Animal Control Services	766.66	766.66
ANJEC	EC 2016 Membership dues	385.00	385.00
AQUA NEW JERSEY	910 RRCC 6" Fire 112515-122915 (89	321.32	
	Hydrants Qtrly billing September 29	2,942.40	
	Hydrants Qtrly billing September 2	363.72	3,627.44
ATLANTIC SALT, INC.	2015 Road Salt	1,810.29	1,810.29
BROWN TRUCK GROUP	Bumper Guide Posts	255.00	255.00
CHAMPION TIRE	Recycled Tires	246.50	246.50
Cleary Giacobbe Alfieri Jacobs, LLC	2015 Labor Attorney services 12/15/	150.00	150.00
CLEMENS UNIFORM	Mats for Municipal 123115	35.25	

	Shop Rags & Mat	21.75	
	Mats for Munic 011416	35.25	92.25
Dashing Valet Dry Cleaning	Dry-cleaning (12/1/15 - 12/29/15)	264.40	264.40
DAVIS BUSINESS MACHINES, IN	Monthly Maintenance Fee IR-C33801 1	158.88	158.88
Daxko LLC	Software Services January 2016	434.00	434.00
DRAEGER SAFETY DIAGNOSTICS,	Alcotest Certification	169.00	169.00
ENTEL SYSTEMS, INC.	Annual Maintenance coverage period	668.00	668.00
EUGENIA FRANZO	Zumba	250.60	250.60
EVA VELEZ	Yoga	495.00	495.00
FINCH FUEL OIL CO, INC	UNLEADED GAS 1.3107/gal del 122915	460.41	460.41
FOX BROTHERS ALARM SERVICES	Alarm System Riegel Ridge - 2016 1s	165.00	165.00
GRAINGER	Metal Thermostat box	47.09	47.09
JERSEY CENTRAL POWER & LIGHT	Account 100 029 305 644	2,007.69	
	Account 100 004 556 468 Consumption	321.48	
	Account 100 004 557 474 Street Light	69.52	2,398.69
JESCO, INC.	Loader Hydraulic Hose	202.86	202.86
KEITH GROOGAN	Karate - December 2015	458.25	458.25
EDWARD HORSFALL	Computer Services (10/29/15 - 12/9/15)	450.00	
	Computer Services - October	200.00	
	Computer Services - November	308.54	958.54
MELANIE WOROB	Zumba	273.40	273.40
MGL PRINTING SOLUTIONS	Sewer Bills	366.00	366.00
MICHAEL JOHN WORTHINGTON	Dendrochronological Study 4 Barns	3,000.00	
	Dendrochronological Study 4 Barns	3,400.00	6,400.00
MICHELLE TRIVIGNO	Reimbursement	283.13	283.13
MONINGHOFF APPLIANCE & SUPP	Hardware Store Supplies	271.44	271.44
TREASURER, STATE OF NJ	2016 BFCE Annual Renew Fire Code Fe	349.50	
	2016 BFCE Annual Renew Fire Code Fe	581.00	
	2016 BFCE Annual Renew Fire Code Fe	250.00	1,180.50
New Jersey Chapter-National Emergency Management	2016 Dues	137.00	137.00
NJ DEPT OF HEALTH & SENIOR	Month of October 2015 Dog Licenses	7.80	7.80
NJ DEPT OF HEALTH & SENIOR	Month of November 2015 Dog Licenses	1.20	1.20
NEW JERSEY PLANNING OFFICIAL	PB/BOA membership dues 01/01/2016-1	370.00	370.00
DCRP/NJ DIV OF PENSION/BENE	DCRP 120115-123115	34.12	34.12
NJ EMERGENCY MANAGEMENT ASS	2016 Membership Application	100.00	100.00
NJ POLICE TRAFFIC OFFICERS'	2016 Annual Membership Dues	50.00	50.00
NJLM	2016 Membership Dues	581.00	581.00
oKaysions Katering-Alpha, NJ	RRCC Christmas Party	358.00	358.00
ONE CALL CONCEPTS, INC.	One Call Mark outs	8.68	8.68
ORIENTAL TRADING COMPANY	RRCC Christmas Party plates/cups	110.07	110.07
PENTELEDATA	Cable Modem Rental & Support 122414	119.90	119.90
PILATES BY CORRINE, LLC	Pilates - December 2015	523.60	523.60
Public Works Association of	2016 Membership CPWM	50.00	50.00
R & L DATACENTERS, INC.	Municipal Payroll	454.06	454.06
RICOH USA Inc	Copies/maintenance	261.91	261.91

Riegelsville Auto Care LLC	Vehicle Maintenance	75.33	
	15-12	240.90	316.23
RUTGERS, THE STATE UNIVERSAL	COAH New Brunswick classes Kozak	131.00	131.00
SAMZIE'S UNIFORMS	Citation Badge Holder	6.00	6.00
SANICO, INC.	Monthly Invoice 2 YD FL Cont 1 pu/	78.57	
	Monthly Billing 1.5 YD RL Cont 1 pu	51.38	129.95
SERVICE ELECTRIC CABLE TV,	Internet Powered by Pentele Data -	64.99	64.99
SERVICE ELECTRIC TELEPHONE	RRCC charges 121515 - 011416	138.61	138.61
SMITH MOTOR COMPANY, INC.	2002 AM/FM Radio	196.50	196.50
SPRING MILLS LLC	PB reimbursement Escrow Minor Sub.	5,675.64	5,675.64
STORR TRACTOR COMPANY	2014 85C Tractor Filters	458.00	458.00
THERESA VERDI	Cleaning RRCC 12/7-12/23	600.00	600.00
TOWNSHIP OF RANDOLPH	2016 Morris County Co-op	1,100.00	1,100.00
TREASURER, STATE OF NEW JERSEY	Marriage Lic Fees-4 th Qt-one additional	25.00	25.00
U.S. MUNICIPAL SUPPLY, INC.	2015 International Bumper Platform	950.00	950.00
VALLEY AUTO SUPPLY	Filters	233.46	233.46
VERIZON	B&G 122615 - 012516	82.13	
	MB 122615 - 012516	1,071.38	
	PD 122615 - 012516	570.67	
	DPW 122615 - 012516	237.74	
	Sewer 122615 - 012516	30.64	
	Recycling 122615 - 012516	84.52	2,077.08
VERIZON WIRELESS	Cell Phones/Air Cards - December 20	588.74	588.74
TOTAL			<u>40,207.38</u>
CURRENT FUND BUDGET AND APPROPRIATION RESERVES		29,162.94	
GRANT FUND BUDGET AND APPROPRIATION RESERVES		3,246.50	
OTHER TRUST FUNDS			
GENERAL CAPITAL FUNDS BUDGET AND APPROPRIATION RESERVES		950.00	
SEWER FUND BUDGET AND APPROPRIATION RESERVES		396.64	
SEWER CAPITAL BUDGET AND APPROPRIATION RESERVES			
ANIMAL CONTROL BUDGET AND APPROPRIATION RESERVES		775.66	
ESCROW FUNDS		5,675.64	
Checks issued 1-19-2016			40,207.38
Other Payments			
Health Ins Wire		26,590.05	
			<u>26,590.05</u>
TOTAL			<u>66,797.43</u>

Additional Bill to be paid January 19, 2016

Check#	Vendor	Description	Payment	Check
20804	Treasurer, State of New Jersey	Fire House 2016 BFCE Annual Review Fire Code	819.50	819.50

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-Finalizing Mayors Liaison Assignments

<p><u>Mayor Ray Kroy</u> Administration/Personnel/Legal Budget/Finance/Purchasing Environmental/Recycling Sustainable Jersey Green Team Holland Township School</p>	
<p><u>Deputy Mayor Dan Bush</u> Public Works/Engineer Planning Board (Class I) Senior Services Assistant Administration/Personnel/Legal Assistant Public Safety (Police/OEM/Court) Assistant Highlands/COAH Assistant Budget/Finance/Purchasing Historic Preservation Commission Agricultural Advisory Committee</p>	<p><u>Committeeman Tom Scheibener</u> Parks/Recreation/RRCC/Pool Planning Board (Class III) Website & IT Highlands/COAH Board of Health Assistant Public Works/Engineering Assistant Buildings and Grounds Assistant Environmental/Recycling</p>
<p><u>Committeeman Ken Vogel</u> Buildings and Grounds Public Utilities & Cable Sewer Utility Assistant Parks/Recreation/RRCC/Pool Assistant Zoning/State Construction Assistant Website & IT Holland Library</p>	<p><u>Committeeman Tony Roselle</u> Public Safety (Police/OEM/Court) Zoning/State Construction Animal Control Holland Township Volunteer Fire Company Milford-Holland Rescue Squad Delaware Valley Regional High School</p>

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-Oak Hill request to extend service area-Mr. Bush and Mr. Vogel will recuse themselves

-**Approval to participate** in the County Surface Treatment Program for 2016-

-**Approval of 2016 Camp Rates** with a 4% increase

Resident:	
Full Day 2015: \$138/week	Full Day 2016: \$143/week
Half Day 2015: \$99/week	Half Day 2016: \$103/week

Non-Resident:	
Full Day 2015: \$151/week	Full Day 2016: \$157/week
Half Day 2015: \$109/week	Half Day 2016: \$113/week

-**RESOLUTION**-hiring Summer Camp Supervisor

RESOLUTION

Authorization to hire Robin Nugent as part time
Summer Camp Supervisor Riegel Ridge Community Center

WHEREAS, the Township Committee of the Township of Holland is in need of a Summer Camp Supervisor at the Riegel Ridge Community Center, and

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

WHEREAS, this employee will be hired as an “at will” seasonal employee; and

WHEREAS, this employee will be required to wear a uniform prescribed by the Township, portions of which may be furnished by the Township and portions will be furnished by the employee; and

WHEREAS, this employee will report directly to the Director of Parks and Recreation, and

WHEREAS, a current copy of the Holland Township Employee Handbook will be made available to this employee for review and will be required to comply with all policies in the handbook, and

WHEREAS, this employee will be required to attend and pass all required training; and

WHEREAS, this employee will be required to submit to all background checks required for their position, and

WHEREAS, Director of Parks and Recreation Jessica Neglia advises the Township Committee that until results of the background check have been received, this employee will be supervised at all times.

THEREFORE, BE IT RESOLVED by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, that Robin Nugent will be hired as Riegel Ridge Community Center as Summer Camp Supervisor at the 2016 rate of \$21.00* per/hr. contingent on favorable results of all required background checks, effective January 20, 2016.
(*2014 and 2015 salary was \$20.00/hour)

Approval to attend conference: Parks and Recreation Director Jessica Neglia and Summer Camp Supervisor Robin Nugent

Date	Host	Subject	Cost
3/7-3/9/2016	American Camp Association	Tri-State Camp Conference Atlantic City	Conference Cost is \$485/both Room Cost: about \$190/night/1 room for 2 nights

-RESOLUTION-Medical Plans offered to Full Time employees

RESOLUTION

Specifying the medical plans offered under the State Health Benefits Program.

BE IT RESOLVED: by the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey that:

The Township of Holland will not limit medical plans offered under the State Health Benefits Program and will offer all of the following plans to its employees:

Category 1	Category 2
NJ Direct10 NJ Direct15 Horizon HMO	NJ Direct1525 NJ Direct2030
Category 3	Category 4
Omnia Health Plan	NJ Direct2035
Category 5	
NJ Direct HD4000 NJ Direct HD1500	

-RESOLUTION-Davis off probation-

RESOLUTION

Removing Patrolman Robert C. Davis from Probation Status and
Appointing him as Patrolman Ninth Class

WHEREAS, on December 16, 2014, Robert C. Davis was approved, by Resolution of the Holland Township Committee, as a full-time Probationary Patrolman, and

WHEREAS, Patrolman Davis first reported to work on January 6, 2015, and

WHEREAS, Probationary Patrolman Robert C. Davis has completed his mandatory probation with the Holland Township Police Department, and

WHEREAS, Probationary Patrolman Davis is eligible for a promotion to Patrolman Ninth Class, and

WHEREAS, Holland Township Police Chief John D. Harris has recommended that Probationary Patrolman Robert C. Davis be removed from probationary status and appointed as Patrolman Ninth Class.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee, Township of Holland in the County of Hunterdon, State of New Jersey, that Probationary Patrolman Robert C. Davis is hereby removed from probationary status and is appointed to permanent status as Patrolman Ninth Class effective January 1, 2016

BE IT FURTHER RESOLVED, that the pay increase associated with Patrolman Ninth Class should be given retro-active to January 1, 2016

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at _____