



Township of Holland
IN
HUNTERDON COUNTY

61 Church Road
Milford, New Jersey 08848
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www.hollandtownship.org

Draft Agenda-Business to the extent known

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA
February 19, 2013

MEETING CALLED TO ORDER BY

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 **December 20, 2012** 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.

ANNOUNCEMENT

SPECIAL BUDGET WORKSHOPS

The Holland Township Committee will be holding two Special Budget Workshops beginning at 6:00 p.m. on Thursday March 7, 2013 and Friday March 15, 2013 at the Holland Township Municipal Building.

These meetings are open to the public.

No action will be taken.

A portion of both meetings will be set aside for Public Comment.

APPROVAL OF BILLS AS SUBMITTED

PUBLIC HEARING

PUBLIC NOTICE

PLEASE TAKE NOTICE that the County of Hunterdon will hold two public hearings in connection with the proposed sale at Block 6, lot 49.02 (Farm Parcel A); lot 49.06 (Farm Parcel B); and lot 49 (Farm Parcel C), known as the Hoffman Farm and located in the Township of Holland (295 Spring Mills-Little York Road, County Road 614).

The first public hearing is scheduled for Tuesday, February 19, 2013 at 7:00 p.m. in the main meeting room of the Holland Township Municipal Building, 61 Church Road, Milford, New Jersey 08848. A second public hearing is scheduled for Tuesday, March 5, 2013 at 5:00 p.m. in the Freeholder Board

meeting room, Hunterdon County Administration Building, 71 Main Street, Bldg. #1, second floor, Flemington, New Jersey 08822. Formal action may be taken at the public hearings.

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-RESOLUTION-Sewer Rent fees- This Resolution was tabled at the February 5, 2013 until the February 19, 2013 meeting for further consideration.

-RESOLUTION-Cash Management Services-This Resolution was tabled at the February 5, 2013 meeting for further consideration.

BANK RESOLUTION BY CORPORATION CASH MANAGEMENT SERVICES

Depositor (Name of Corporation): HOLLAND TWP MUNICIPALITY

Address: 61 CHURCH RD, MILFORD NJ 08848

Financial Institution: Sun National Bank, 226 Landis Ave., Vineland, NJ 08360

RESOLVED, that the form, terms and provisions of the Sun National Bank Cash Management Master Agreement (“Cash Management Agreement”) which is supplemental to the Commercial Deposit Account Agreement by and between Company and Sun National Bank are hereby approved and the Company shall enter into such Cash Management Agreement.

IT IS FURTHER RESOLVED, that any one (1) of the following officers, employees or agents of this Company (each an “Authorized Person”) whose actual signatures are shown below is authorized to execute the Cash Management Agreement and such other agreements on behalf of the Company and to perform such other acts as any one of them deems reasonably necessary to carry out the provisions of these resolutions and to bind the Company to such documents (and all other documents that are part of the services), as amended from time to time, for the purpose of enabling representatives of the Company (“Users”) to use the services described in the Cash Management Agreement, including, but not limited to, Balance Reporting, Internal Transfers, ACH, Fed Wire, Stop Payment and Remote Deposit (“Cash Management Services”):

Authorized Person Title Signature

Chief Financial Officer, Edward, Peter Rees

Municipal Clerk, Catherine Miller

IT IS FURTHER RESOLVED, that each person named in the foregoing resolution as an Authorized Person is authorized to act on the Company's behalf in all matters relative to Company's Users as defined in the Cash Management Agreement, including but not limited to 08/24/12 CM RESOLUTION the right to be the exclusive contact with Sun National Bank to (i) establish additional Users on the Company's behalf, (ii) terminate any or all existing Users; (iii) add or terminate Company's use of the Cash Management Services, and (iv) change the activity level of an account associated with any User.

IT IS FURTHER RESOLVED, that the right to transfer funds as described in and contemplated by the Cash Management Agreement (and any schedule, exhibit or worksheet incorporated therein) is hereby expressly agreed to and authorized by Company.

IT IS FURTHER RESOLVED, that the authority hereby conferred upon the above named Authorized Person(s) shall remain in full force and effect until written notice of the revocation thereof shall have been delivered to and received by Sun National Bank and Sun National Bank

has had a reasonable period of time to act upon such notice.

IT IS FURTHER RESOLVED, that any and all actions heretofore taken by an officer(s) of the Company in connection with or relating to Cash Management Services be and they are hereby ratified and confirmed as the proper and binding actions of the Company, and the terms of the Cash Management Agreement are approved and authorized and are binding upon the Company.

IT IS FURTHER RESOLVED, that the foregoing resolutions shall be deemed to be in addition to and shall not be deemed to revoke, rescind, modify, or otherwise affect, any other resolutions heretofore delivered to Sun National Bank by or on behalf of the Company except for any previous Bank Resolution by Corporation for Cash Management Services and that any other resolutions heretofore delivered to Sun National Bank by or on behalf of the Company shall not limit the authority conferred by the foregoing resolutions

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-Approval of the “7th Grade Initiative” program at the Riegel Ridge Community Center

-Approval to attend seminar: Municipal Clerk Cathy Miller

Date	Host	Subject	Cost
2/7/2013	Hunterdon County Clerks Assoc.	Mini Conference	\$27.00

-Approval to attend seminar: Parks and Rec Director Jessica Neglia

Date	Host	Subject	Cost
3/3-5/2013	NJ Recreation & Park Association Conference Atlantic City, NJ	Best Practices in Parks & Recreation, Legal Topics in Parks & Rec How staff can positively impact the community, increase revenue in swim lessons etc.	\$400 + Hotel \$158

-Approval to attend seminar: Alternate Registrar Melissa Tigar and Registrar Cathy Miller

Date	Host	Subject	Cost
3/21/2013	Mid-State Registrars Association	Re-Certification Seminar and Business Meeting	\$20.00 each

-Approval of the 2013 Emergency Management Commission Members

NAME	WORKING TITLE	1	2	3	4	5
1. Chief John D. Harris, Jr.	EM Coordinator / Chief of Police		X			
2. Detective Sean P. Gutsick	Deputy EMC Operations / Police Department		X			
3. Gail Rader	Deputy EMC Sheltering		X			
4. Richard Botto, Jr.	Communications		X			
5. Mayor Daniel Bush	Public Information Officer / Mayor	X				
6. Chief Steven Underhill Tom Welsh (Alt)	Fire Company		X			

7. Deputy Mayor Anthony Roselle	Fire Police / Deputy Mayor	X				
8. Chief Larry Lutz	Rescue Squad		X			
9. Alan J. Turdo	Township Road Department Supervisor		X			
10. James Stryker Abigail Postma (Alt)	Supervisor of Maintenance Admin / Board Secretary				X	
11. Detective Sean P. Gutsick	911 Coordinator				X	
12. Richard Botto, Jr.	Hazmat Safety Officer		X			
13. Jeremy Hewens, MD Carla Jardim, MD	Hunterdon Medical Center / Delaware Valley Health Center		X			
14. Donna Lizanich	Board of Health		X			
15. CERT T-T-T Lisa DiStefano	Damage Assessment		X			
16. Rick Epstein	Hunterdon County Democrat			X		
17. Frank Meichur Neil Macintosh (Alt)	Supervisor, GenOn Energy					X
18. Dennis Miller	EHS Coordinator, Georgia Pacific Corrugated, III					X

Group Representation Key:

(Please explain any substituted positions)

1. Elected Officials (Mayor/Freeholders).
2. Police, Fire, Emergency Management, First Aid, Health, Environmental, Hospital and Public Works.
3. Broadcast and Print Medias.
4. Community Groups (Red Cross, Salvation Army, etc.).
5. Owners/Operators of Facilities Subject to Sara Title III.

-RESOLUTION-Change Orders for Rummel Road Phase I

RESOLUTION

Award of Change Orders #1, Resurfacing of Rummel Road (Phase I)

Top Line Construction Corp.

WHEREAS, the Township of Holland Engineer requests change orders to be approved by the Township Committee at its regular meeting on February 19, 2013. This change orders is listed below for your review and approval; and

Change Order Number	Amount	Description	Original Contract	Revised Contract
1	\$-28.41	Adjustment for quantities used	\$102,489.76	\$102,461.35

WHEREAS, it is the recommendation of the Township Engineer to award this change order to Top Line Construction Corp. ; and

WHEREAS, details of this change order are noted in the communications dated February 7, 2013, and is attached to this resolution; and;

WHEREAS, the treasurer has certified that funds will be available in Township General Capital Fund Ordances for Road Improvements.

WHEREAS, the issuance of change orders is governed by *N.J.A.C. 5:30-11.2-11.10*; and

WHEREAS, the Township Committee have been advised that the proposed change orders will not cause the originally awarded contract price to be exceeded by more than 20 per cent; and

WHEREAS, the Township Committee have been further advised that the need for the proposed change orders results from an unforeseeable problem which cannot be addressed through public bidding without a substantial amount of the construction being delayed which would cause substantial inconvenience to the public; and

WHEREAS, the Township Committee have been further advised that the proposed change orders do not materially expand on the size, nature or scope of the project as described in the bid documents; and

WHEREAS, the Township Committee have been further advised that the work represented by the proposed change orders could not be performed through a separately bid contract without unduly disrupting the basic work or incurring adverse cost consequences; and

WHEREAS, the Township Committee have concluded that the change orders are necessary and the work will be completed

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland, Hunterdon County, New Jersey that Change Order #1 awarded to Top Line Construction Corp.

BE IT FURTHER RESOLVED, that a written amendment to the original contract with Top Line Construction Corp. be prepared covering the change orders, in a form acceptable to the Township attorney.

BE IT FURTHER RESOLVED that a copy of this resolution be published in the official township newspaper, is on file, available for public inspection, in the office of the Holland Township Municipal Clerk, Municipal Building, Milford, NJ.

-RESOLUTION-Change Orders for Upper Oak

**RESOLUTION
Award of Change Orders #1, Drainage Improvements to Upper Oak
CMS Construction Inc.**

WHEREAS, the Township of Holland Engineer requests change orders to be approved by the Township Committee at its regular meeting on February 19, 2013. This change orders is listed below for your review and approval; and

Change Order Number	Amount	Description	Original Contract	Revised Contract
1	\$3,840.00	Relocation due to conflict with water main.	\$41,160.00	\$45,000.00

WHEREAS, it is the recommendation of the Township Engineer to award this change order to **CMS Construction Inc.** ; and

WHEREAS, details of this change order are noted in the communications dated February 7, 2013, and is attached to this resolution; and;

WHEREAS, the treasurer has certified that funds will be available in Township General Capital Fund Ordinance for Fire Tanks

WHEREAS, the issuance of change orders is governed by *N.J.A.C. 5:30-11.2-11.10*; and

WHEREAS, the Township Committee have been advised that the proposed change orders will not cause the originally awarded contract price to be exceeded by more than 20 per cent; and

WHEREAS, the Township Committee have been further advised that the need for the proposed change orders results from an unforeseeable problem which cannot be addressed through public bidding without a substantial amount of the construction being delayed which would cause substantial inconvenience to the public; and

WHEREAS, the Township Committee have been further advised that the proposed change orders do not materially expand on the size, nature or scope of the project as described in the bid documents; and

WHEREAS, the Township Committee have been further advised that the work represented by the proposed change orders could not be performed through a separately bid contract without unduly disrupting the basic work or incurring adverse cost consequences; and

WHEREAS, the Township Committee have concluded that the change orders are necessary and the work will be completed

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland, Hunterdon County, New Jersey that Change Order #1 awarded to **CMS Construction Inc.**

BE IT FURTHER RESOLVED, that a written amendment to the original contract with **CMS Construction Inc.** be prepared covering the change orders, in a form acceptable to the Township attorney.

BE IT FURTHER RESOLVED that a copy of this resolution be published in the official township newspaper, is on file, available for public inspection, in the office of the Holland Township Municipal Clerk, Municipal Building, Milford, NJ.

BUSINESS FROM TOWNSHIP ATTORNEY

MEETING OPEN TO PUBLIC

EXECUTIVE SESSION-

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

ADJOURN at _____