



Township of Holland
IN
HUNTERDON COUNTY

61 Church Road
Milford, New Jersey 08848
Phone (908) 995-4847 ext 210
Fax (908) 995-7112

www.hollandtownship.org

Draft Agenda-Business to the extent known

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA
July 16, 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.

APPROVAL OF MINUTES OF THE:

June 5 Regular meeting
June 18 Regular meeting and Executive Session
July 2 Special meeting

APPROVAL OF BILLS AS SUBMITTED

REMINDER

There will be 2 Special Elections to fill the seat of Senator Frank Lautenberg:

- The Special US Senate Primary Election will be held at the **Holland Township Municipal Building** Tuesday August 13 from 6 a.m.-8 p.m.
- The Special US Senate General Election will be held on Wednesday October 16 from 6 a.m.-8 p.m. This election and the Regular General Election on November 5th will be held at the **Riegel Ridge Community Center.**

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-Approval of lease for the Case Field Concession Stand-Attorney Cushing was to review the draft lease for this meeting. This issue was tabled at the June 18, 2013 giving the Committee time to review the final draft.

-Dedicated Open Space Tax-(At the June 5, 2013 meeting Attorney Dieterly advised that a resolution will have to be adopted by the first meeting in August in order to make the ballot question deadline.) At the June 18, 2013 meeting the Committee voted to move the discussion on this issue and vote to this meeting.

DRAFT RESOLUTION

Authorization to Place a Referendum Question and Accompanying Interpretive Statement Regarding an Open Space Tax on the Ballot at the November 2013 General Election

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-Discussion-Memo from Holland Township Agriculture Advisory Committee recommending Holland Township share (50%) in technical costs for the preservation of the Silva properties B 6 L 41 and portion of L 42

-Letter from Belvidere & Delaware River Railway-Requesting support for signage such as “No Stopping or Standing” along the right-of-way from the Milford Borough line north approximately 3 miles through the Delaware River narrows in Holland Township

-Letter of resignation received from Environmental Commission member Chris Meyers effective July 8, 2013

-Letter of resignation-received from Planning Board member Laura Souders effective August 1, 2013

-Resignation received from 2 Riegel Ridge Community Center employees: Shaina Peters effective June 17-Child Watch and Summer Rec Councilor Kristin Blair effective June 21-RRCC Front Desk

-Letter from Milford Senior Citizens Club- thanking the Committee for the 2012 donation and requesting a donation for 2013. (A donation in the amount of \$750.00 was given to the Milford Seniors Club by the Township of Holland in September 2012. At that time the Committee agreed to reevaluate all donations to the seniors groups in the 2013 budgetary cycle.)

-Memo from Holland Township Planning Board-Requesting that the Township Committee discuss the request from Milford Borough Water Utility to waive the Planning Board application fee for the project entitled: *Mt. Pleasant Rd Standpipe & Booster Pump Improvements*

-Approval-for the Township to enter into a Cooperative Purchasing Agreement with the County Department of Roads, Bridges and Engineering for Snow and Ice Control Materials for the 2013-2014 Winter Season.

-Authorization for Mayor to sign “Entry and Testing Letter of Authorization” with Sprint Spectrum

-Approval to attend New Jersey League of Municipalities Conference:- Mayor Dan Bush, Deputy Mayor Tony Roselle, Committeemen Tom Scheibener and Ray Krov, DPW Superintendent Alan Turdo, CFO Peter Rees and Municipal Clerk Cathy Miller

Date	Host	Conference Cost	Hotel Cost
11/19-21	NJ League of Municipalities Conference	\$50-\$75 each	\$92/night

-Approval to attend-CFO Peter Rees-GFOA Annual Conference

Date	Host	Subject	Cost
9/25-27	Government Finance Officers Association	GFOA Annual Conference	To be shared with Alexandria

-Approval to attend-Tax Assessor Michelle Trivigno-Spring/Summer Educational Seminar

Date	Host	Subject	Cost
7/18 9:00 am-4:00 pm	Association of Municipal Assessors of NJ	AMANJ Bi-Annual Educational Seminar	\$75.00

-Approval of 2 Raffle Applications for the Riegel Ridge Rams:

- Application for Raffle 2013-6 **Riegel Ridge Rams Youth Athletic Assoc. Inc.** [Off-premise draw raffle awarding cash-50/50] (To be held 10/19/2013 5:00-7:00 p.m. at Case Field)
- Application for Raffle 2013-7 **Riegel Ridge Rams Youth Athletic Assoc. Inc.** [On-premise draw raffle awarding cash-50/50] (To be held 9/14, 9/21, 10/19, 10/26/2013 at Case Field)

-Approval of Raffle Application:

- Application for Raffle 2013-8 **Holland Township Volunteer Fire Company** [On-premise draw raffle awarding cash-50/50] (To be held 10/19) Riegel Ridge Community Center)

-RESOLUTION- Refund Overpayment by Bank

RESOLUTION

WHEREAS, there was an overpayment by the mortgage company on Block 9 Lot 20, commonly known as 231 Adamic Hill Rd., Milford, in the amount of \$1,787.51; and

WHEREAS, the mortgage company, Lereta LLC has requested a return of the overpayment;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee, Township of Holland, County of Hunterdon, State of New Jersey, that the Tax Collector is hereby authorized to refund Lereta LLC, 1123 Parkview Dr., Covina CA 91724 \$1,787.51 for an overpayment on Block 9 Lot 20.

-RESOLUTION-Certification of Annual Audit

RESOLUTION

Governing Body Certification of the Annual Audit

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2012 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit: R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

-RESOLUTION-Approval of updated list of RRC Pool Staff and Salaries-Yellow Highlighted names are additional staff listed for approval

RESOLUTION

Approval of Staff and Salaries for the
2013 Riegel Ridge Community Pool

WHEREAS, the Township of Holland wishes to employ the following Seasonal employees, and

WHEREAS, Parks and Recreation Director Jessica Neglia has advised that these employees have completed all required paperwork, have begun their background procedure and if their background check results have not been received, they will be supervised at all times

BE IT RESOLVED, that the Holland Township Committee, Township of Holland in the County of Hunterdon, State of New Jersey that the following 2013 Riegel Ridge Community Pool salaried are approved:

2013 POOL STAFF	SALARY
MANAGER	
Catherine R. Aloise	\$9,000/season
SUPERVISOR	
Brendan J. Carroll	\$10.00/hr
Arthur Cyphers	\$25.00/hr
LIFEGUARDS	
Dominick Angione	\$8.50/hr
Abby Ciotta	\$8.00/hr
Arthur J. Schwabe	\$8.50 9.25/hr
Bryanna Russo	\$8.00/hr
Carolyn E. Kornak	\$8.00/hr
Chris J. Wirkus	\$8.50/hr
Christopher R. Lewaine	\$8.50/hr
Emily L. Giunia	\$8.00/hr
Erik C. Modig	\$8.00/hr
Kyle G. Lauck	\$8.00/hr
Matthew J. Torrey	\$8.00/hr
Scott D. Moran	\$8.50/hr
Thomas Scanlan	\$9.75/hr
Robert Fitzsimmons	\$8.00/hr
Kevin Moran	\$8.00/hr
Natalie Scanlan	\$9.25/hr
Alexander P. MacWilliam	\$8.50/hr
Britney L. Mazzetta	\$8.00/hr
Jesse M. Matarazzo	\$8.00/hr
Kaitlin V. Mitchell	\$8.00/hr
Nathan T. Wojick	\$8.00/hr
Brent W. Runge	\$9.25 75/hr
Elijah Rivera	\$8.00/hr
Alexander Busch	\$9.25/hr
Jacquiline Mee	\$8.00/hr
SWIM INSTRUCTORS	
Instructor Group Lessons	
Alexander MacWilliam	\$10.00/hr

Abby Ciotta	\$10.00/hr
Christopher Lewaine	\$10.00/hr
Instructor One Child	
Alexander MacWilliam	\$13.00/hr
Abby Ciotta	\$13.00/hr
Christopher Lewaine	\$13.00/hr
Instructor Two children	
Alexander MacWilliam	\$16.00/hr
Abby Ciotta	\$16.00/hr
Christopher Lewaine	\$16.00/hr
DESK/RECEPTION	
Kelly L. Johnson	\$8.50/hr
Kaylee M. Lampert	\$8.00/hr
Michelle A. Vollo	\$8.50/hr
Casey M. Adam	\$8.00/hr
Kaitlyn N. Fishbourne	\$8.00/hr
Kelly K. Fishbourne	\$8.00/hr
Thomas Scanlan	\$9.75/hr
Katelyn Mondeau	\$8.67/hr

2013 SNACK HUT STAFF	Salary
SNACK HUT	
Grace Mandato	\$9.00/hr
Garrett Coletti	\$9.00/hr
Kyle Armstrong	\$9.00/hr
Jacob Stoner	\$9.00 /hr
Emily Kolonia	\$9.00 /hr
Allison Lessig	\$9.00 /hr
Samantha Young	\$9.00 /hr
Kali Cook-Grisewood	\$9.00/hr
Julia Joswick	\$9.00/hr
Cheri DeVino	\$9.00/hr

-RESOLUTION- Approval of updated list of RRC Summer Rec Program Staff and Salaries-**Yellow Highlighted** names are additional staff listed for approval.

RESOLUTION

Approval of Staff and Salaries for the
2013 Holland Township Summer Recreation Program

WHEREAS, the Township of Holland wishes to employ the following Seasonal employees, and

WHEREAS, Parks and Recreation Director Jessica Neglia has advised that these employees have completed all required paperwork, have begun their background procedure and if their background check results have not been received, they will be supervised at all times

BE IT RESOLVED, that the Holland Township Committee, Township of Holland in the County of Hunterdon, State of New Jersey that the following 2013 Holland Township Summer Recreation Staff and salaried are approved:

2013 Summer Recreation Staff	Salary
Program Supervisor	
Robin Nugent	\$15.00/hr
Head Counselor	
Amanda Stopinski	\$10.00/hr
Caroline Stow	\$10.00/hr
Brianna Roselle	\$10.00/hr
Charmaine Campbell	\$10.00/hr
Jessica Moustakas	\$10.00/hr
Michael Bazarnicki	\$10.00/hr
Michelle Jarmicki	\$11.50/hr
Joelle Croasdale	\$10.00/hr
Jonathan Davidson	\$10.00/hr
Kara Jarmicki	\$10.00/hr
Nan Marie Hasson	\$10.00/hr
Simeon Pecchia	\$10.00/hr
Elizabeth Andresen	\$10.00/hr
Julie Carbone	\$10.00/hr
Junior Counselor	
Matthew Pardonner	\$7.25/hr
Nicholas Nocella	\$7.75/hr
Shaina Roselle	\$7.25/hr
Shaina Peters	\$7.25/hr
Stephanie Ruby	\$7.75/hr
Jessika Beahm	\$7.25/hr
Elizabeth Nugent	\$7.25/hr
Emily Carew	\$7.25/hr
Craig Leonhardt	\$7.75/hr
Alaina Fennell	\$7.75/hr
Allison Jeffreys	\$7.75/hr
Carly Soden	\$7.25/hr
Gwendolyn Paul	\$7.25/hr
Jessika Beahm	\$7.25/hr
Julie Carbone	\$7.25/hr
Moved to Head counselor	\$7.25/hr

Kelsey Kunich	\$7.25/hr
Elizabeth Bill	\$7.25/hr
Makenzie Harper	\$7.25/hr

BUSINESS FROM TOWNSHIP ATTORNEY

-Contact with Housing and Community Development

-Draft Resolution to our elected official regarding tax relief for Senior Citizens

MEETING OPEN TO PUBLIC

ADJOURN at _____

DRAFT AGENDA