



Township of Holland
IN
HUNTERDON COUNTY

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Draft Agenda-Business to the extent known

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA

September 15, 2015

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 December 11, 2014 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 BILLS AS SUBMITTED

Vendor	Description	Payment	Total Check
20192 ALLEGRO ENTERPRISES, INC.	Drinking water for pool	184.50	
	Bottled Water for the Township	27.25	211.75
20193 AMY R KIRK	August Yoga	220.00	220.00
20194 AQUA NEW JERSEY	910 RRCC 6" Fire 072915-082815 (89	321.32	321.32
20195 BRUCES MOWER SERVICE	Lawnmower Coil	49.12	49.12
20196 CERTIFIED CHEMICAL COMPANY	Soap/Cleaner/paper towels	657.18	
	Soap	139.72	796.90
20197 Chris's Lawn Mowing Inc.	LAWN CARE RRCC	3,500.00	3,500.00
20198 CLEMENS UNIFORM	Mats for Municipal Bldg.	37.50	37.50
20199 DAVIS BUSINESS MACHINES, INC.	Monthly Maintenance Fee IR-C33801 0	207.88	207.88
20200 Daxko LLC	Computer Services September 2015	434.00	434.00
20201 Dolan & Traynor Inc.	Toilet Partitions	2,780.00	2,780.00
20202 DUTCH MILL MARKET	Water	14.97	
	Community Day	35.07	50.04
20203 ELIZABETH C. McKENZIE	PB Cellco Verizon B1.01 L27 service	1,400.00	
	Affordable Housing 060315-063015	175.00	1,575.00
20204 EVA VELEZ	August Yoga	440.00	440.00
20205 FASTENAL	Cotter Pins	3.70	3.70
20206 FINCH FUEL OIL CO, INC	ULSDDYED 1.6104/gal del -090215 525	845.99	845.99

20207	First Student, Inc. of Delaware	Bus for summer camp	1,530.00	
		Bus for summer camp	600.00	2,130.00
20208	GEBHARDT & KIEFER, P.C.	Services 060115-063015 PennEast Pip	1,302.40	1,302.40
20209	GEBHARDT & KIEFER, P.C.	Services 060115 - 063015 Mt. Laurel	1,392.00	1,392.00
20210	GEBHARDT & KIEFER, P.C.	Services 060115-063015 general	5,906.00	5,906.00
20211	GEBHARDT & KIEFER, P.C.	Services 060115-063015 general Beth	32.00	32.00
20212	GEBHARDT & KIEFER, P.C.	Services 060115-063015 Tax Appeals	240.00	240.00
20213	GOPHER SPORTS	Playground equip for camp	481.50	481.50
20214	GRAINGER	Batteries, Pliers	35.18	
		Batteries, Pliers	5.27	40.45
20215	Harry M. Cooley	2015 Refund for Background	40.00	40.00
20216	IN THE SWIM	Alkalinity Increaser	362.95	362.95
20217	JERSEY CENTRAL POWER & LIGHT	Account 100 004 557 474 Street Lights	269.78	
		Account 100 004 556 468 Consumption	322.85	592.63
20218	KATHERINE CIARLARIELLO	Delinquent Taxes stamps	73.50	73.50
20219	MARIA ELENA JENNETTE KOZAK	Parks & Recreation Reimbursement	24.85	24.85
20220	MASER CONSULTING PA	Bellis Road FY 2015 NJDOT Appl Eng	4,138.75	
		Gridley Circle Pump station work	5,728.75	
		Highlands Grant Task 11 Zoning Map	1,980.00	
		Forest View Major Sub (Blumberg) -	2,151.25	
		Amsterdam Road Site Triangle B 14.0	559.75	
		Sewer Repair Project work thru 0705	465.00	15,023.50
20221	EDWARD HORSFALL	Computer Services (7/1/15-7/14/15)	575.00	
		Computer Services - July 2015	900.00	1,475.00
20222	MELANIE WOROB	Zumba	677.68	677.68
20223	MONINGHOFF APPLIANCE & SUPPLY CORP.	Red Paint	10.99	
		Hardware Supplies	203.19	214.18
20224	NATIONAL PEN COMPANY	2016 Calendars	120.40	120.40
20225	NEW JERSEY CONFERENCE OF MAYORS	NJ Conference of Mayors 2016 Member	395.00	395.00
20226	NJ DIV ALCOHOLIC BEVERAGE CONTROL	Liquor License Renewal Application	12.00	12.00
20227	NJ State League of Municipalities	Legislative Bulletin 2015-2016	42.00	42.00
20228	NJN PUBLISHING	TC Ordinance 2015-7 Final abandoned	23.68	
		TC Ordinance 2015-9 Intro police Se	116.12	
		PB B23 L 1 & 45 615 Milford Warren	20.88	160.68
20229	OAK HILL GOLF CLUB, INC.	Summer Camp	320.00	320.00
20230	OFFICE DEPOT, INC.	Office Supplies	108.71	108.71
20231	PENTELEDATA	Cable Modem Rental & Support 08241	119.90	119.90
20232	PILATES BY CORRINE, LLC	August Pilates	224.40	224.40
20233	POWER SYSTEMS, INC.	Fitness Equipment	220.41	220.41
20234	R & L DATACENTERS, INC.	Municipal Payroll	557.66	557.66
20235	RARITAN VALLEY DISPOSAL #865	30 Yard Garbage Dumpsters	1,020.00	1,020.00
*20236	Raymond Cuttie	Replae Mailbox	54.55	54.55
20237	RICOH USA Inc.	Copier Staples	43.05	43.05

20238	RUSSELL REID, INC.	Gridley Pump Station Cleaning	1,558.34	1,558.34
20239	SANICO, INC.	Monthly Billing 1.5 YD RL Cont 1 pu	51.38	51.38
20240	STAPLES BUSINESS ADVANTAGE	Office Supplies	166.37	
		Misc. Office Supplies	14.99	181.36
20241	St. of NJ/Dept of Labor/Workforce	State Plan 4 Assessment	584.63	584.63
20242	T Slack Environmental Services Inc.	labor, material and equipment	1,670.00	1,670.00
20243	THERESA VERDI	cleaning services	480.00	480.00
20244	TREASURER, STATE OF NEW JERSEY	RMC License Renewal	50.00	50.00
20245	U.S. MUNICIPAL SUPPLY, INC.	Community Day Signs	439.33	439.33
20246	VALLEY AUTO SUPPLY	Bulbs & Hand Towels	52.68	
		Bulbs & Hand Towels	16.90	69.58
20247	VERIZON	PW 07615 - 082515	61.46	
		PD 082615 - 09515	554.07	
		MB 082615 - 092515	1,047.72	
		DPW 082615 - 092515	233.42	
		Sewer 082615 - 092515	29.70	
		Recycling 082615 - 092515	83.87	
		B&G 082615 - 092515	76.12	2,086.36
20248	Walter Woods	2015 Oktoberfest 100315 band 7-11 d	1,100.00	1,100.00
20249	WARREN MATERIALS	2015 Blacktop	2,018.03	2,018.03
20250	WEHRUING'S LUMBER/HOME CENTER INC.	Fence Posts - Community Day	849.00	849.00
20251	WILSON PRODUCTS	Rebuild Oxygen/Acetylene Regulators	139.65	139.65
				<u>56,158.26</u>
Checks Previously Disbursed				
20191	Nick Gregory	Little Circus for Community Day 20		1,000.00
20190	CIRCUS TIME AMUSEMENTS ENT..	Community Day Rides		1,850.00
20189	Celebration Fireworks Inc.	Fireworks - Please give check to J		5,873.00
				<u>8,723.00</u>
				<u>64,881.26</u>
CURRENT FUND		BUDGET AND APPROPRIATION RESERVES	38,073.76	
GRANT FUND		BUDGET AND APPROPRIATION RESERVES	1,980.00	
OTHER TRUST FUNDS				
GENERAL CAPITAL FUNDS		BUDGET AND APPROPRIATION RESERVES	4,698.50	
SEWER FUND		BUDGET AND APPROPRIATION RESERVES	1,640.12	
SEWER CAPITAL		BUDGET AND APPROPRIATION RESERVES	6,193.75	
ESCROW FUNDS			3,572.13	
				<u>56,158.26</u>
Other Payments				
		Prior Checks	8,723.00	8,723.00
				<u>73,604.26</u>

***re-issued for \$50.00 Check number 20252**

REMINDER/ANNOUNCEMENT

-Holland Township School Superintendent Dave Baily will attend the October 6th meeting to review the School Budget

-The final Shred Day for 2015 will be held at the Recycling Center Saturday October 17.

PRESENTATION

Musconetcong Watershed Association Executive Director, Beth Styler Barry will brief the Committee on the removal of the Hughesville Dam.

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-**Discussion:** Continuing with Holland Township Community Day and Fireworks display in 2016 vs. canceling one or both

-**ORDINANCE 2015-9**-Public Hearing/Final Adoption--Creating Sergeant position

ORDINANCE 2015-9

CREATING THE POLICE DEPARTMENT POSITION OF SERGEANT

WHEREAS, it is the desire of the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey (hereinafter referred to as the "Township Committee"), to create and establish the position of Sergeant within the Department of Police and Public safety of the Township of Holland ("Police Department"); and

WHEREAS, pursuant to N.J.S.A. 40A:14-118, the governing body of any municipality, by Ordinance, may provide for the appointment of such members of the police department, including the prescription of their powers, functions and duties, as shall be deemed necessary for the effective government of such police force; and

WHEREAS, pursuant to Chapter 32 of the Holland Township Code, the Township Committee created a Police Department and lawfully reserved unto itself the power to create other such members and officers of the Police Department as it shall deem necessary; and

WHEREAS, the Township Committee deems it necessary to create and establish the position of Sergeant of the Police Department.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Holland, in the County of Hunterdon and State of New Jersey, that the following provisions of the Code of the Township of Holland are amended as follows:

SECTION 1. Section 32-2 of the Code of the Township of Holland entitled "Composition" is hereby amended and supplemented as follows (Additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

Said Department shall consist of a Chief of Police and *may consist of* such number of *Sergeants and* policemen as may be determined, from time to time, by the Township Committee.

SECTION 2. Section 32-3 of the Code of the Township of Holland entitled "Designation of Township Committee as Appropriate Authority" is hereby amended and supplemented as follows (Additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

The governing body of the Department, which is also the appropriate authority as referred to in N.J.S.A. 40A:14-118, is the Township Committee. The Township Committee shall exercise the responsibilities of an appropriate authority under New Jersey Statutes, and in particular shall be responsible for the promulgation of rules and regulations for the government of the Department and for the discipline of its members. The Mayor of the Township shall be in general charge of the Department, and, in his absence, the Deputy Mayor shall assume this responsibility. The line of authority relating to the police function of this Township shall be from *the Sergeant (if any) to the Chief of Police, as the head of the Police Department*, to the Mayor (or Deputy Mayor, in the Mayor's absence) to the Township Committee.

If the office of Sergeant is intentionally left vacant, it will be deemed not to exist and will be bypassed in the chain of command (e.g., if the governing body chose not to appoint a Sergeant, then all civilian employees and policemen would answer directly to the Chief of Police).

SECTION 3. Section 32-14 of the Code of the Township of Holland entitled "Duties and Responsibilities of Sergeant" is hereby added as follows:

The position of Sergeant shall be second in command to the Chief of Police. The Sergeants' powers, functions and duties shall be as follows:

A. He or she shall, during his or her regular tour of duty, be superior in rank to and have charge of all policemen and special police officers who shall be serving on the same shift and shall, generally, supervise the work of all said members and shall give such instructions and directions as he or she shall deem necessary for the proper and efficient operation of the Department in accordance with the provisions and regulations of this chapter.

B. He or she shall designate the streets, avenues and areas of the Township to be patrolled by such members of the Department as shall have been assigned to patrol duty on his or her shift.

C. He or she shall see that officers reporting to him or her properly relieve the officers going off duty and that the officers are in proper uniform, with the necessary equipment to perform their duties properly.

D. He or she shall assign all policemen to their respective duties and shall note whether or not the officers to be relieved are at their given relieving point and in proper condition.

E. He or she shall constantly patrol his or her assigned area and shall supervise the work of the officers in patrol cars and performing any other type of duty.

F. He or she shall review for approval all written reports made by the officers under his or her supervision during a tour of duty. If reports fail to meet with his or her approval, he or she shall instruct the officers under his or her supervision as to the proper form and information to be supplied.

G. He or she shall perform his or her duties under the supervision and direction of the Chief of Police and shall be responsible for seeing that all laws of the State of New Jersey and ordinances of the Township of Holland are duly observed and enforced and that the public peace is maintained. The Sergeant shall perform such duties as may be assigned to them, from time to time, by the Chief of Police.

H. He or she shall, during his or her regular tour of duty, in addition to the performance of the duties of Sergeant specified herein, exercise the authority and perform the duties of a police Officer as far as practicable.

SECTION 4. All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SECTION 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. This Ordinance shall take effect upon final passage and publication according to law.

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-Discussion-Email from Planning Board Secretary Maria Elena Kozak-dealing with the Planning Board fees and escrow for the Townships application for the subdivision of the Bethany Ridge property.

Holland Township was before the Planning Board with the application or a subdivision for the Holland Park House. They deemed the application complete, had a public hearing and approved the application with conditions. BUT....a request came up regarding the fees and escrow. The determination to waive them is not the jurisdiction of the Planning Board as the Township Committee is the grantor. It is the common understanding that this was about shuffling money from one account to another and that the Township will be paying the bills pertaining to the application but for proper procedure purposes, the Township Committee needed to take action about the fees and escrow.

-Discussion-Memo from Township Engineer Roseberry-Street lights in Forest View Development off Hawks Schoolhouse Road

-Review and Authorization-to submit a grant proposal for Holland Townships updated Modules 2, 3 and 7 to the Highlands Council-Planning Board has endorsed this submission at their Sept 14, 2015 meeting.

-Award of quote for replacement of Municipal Building exterior door at the bottom of the stairs on the lower level.

Five quotes were solicited with the following results:

Vendor	Location	Quoted price
D & H Door Service	Easton, Pa	\$2,121.00
Smitty's Door Service, Inc.	Pittstown, NJ	\$2,790.00
Charles Mann General Contracting, Inc.(for Town Glass Corp)	Pittstown, NJ	\$3,500.00
KJD Door	Kingwood	No quote received
Michael Christie	Holland Twp	No quote received

Recommendation from QPA William Hance received 9/2/2015 to award the contract to D & H Door Service from Easton Pa. at the quote price of \$2,121.00

-Discussion-email received from Hunterdon County Roads Dept containing a request from Holland Township resident Rob Castagna to consider “no parking” signs on Route 627 near Spring Garden Road

Mr. Castanga wrote:

-Route 627 north of Milford close to Spring Garden Road in Holland Twp: There has been a rope swing there along the river for several years and the road, commonly known as the narrows, has become a parking lot for numerous vehicles so that fun seekers can access the river and swing. As you may know, this is a one lane road that has many spots impossible for two cars to pass. During the summer weekends it is not unusual to find 15-20 cars parked along this road. With cars parked along the road it makes it impassable for large trucks as well as dangerous for anyone else due to the narrow space and congestion of people walking along the road and carrying their coolers.

At the July 16, 2013 meeting the Committee discussed a letter from the 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

At that time the Committee authorized Mayor Bush to write a letter to Belvidere and Delaware River Railway advising them that they should post their property, and if that doesn’t help, the Township will investigate other approaches.

-Approval to attend conference: CFO Peter Rees

Date	Host	Subject	Cost
9/17-9/18/2015	Government Finance Officers Association	GFOA Annual Conference	\$ To be shared with Alexandria

-Approval to attend classes: COAH Liaison, Maria Elena Kozak

Date	Host	Subject	Cost
10/9/2015	ANJEC Raritan Valley Community College 9am-4:30 pm	Stormwater Management or NJ Open Space/Pipeline! Pipeline! Pipeline!	\$65.00
11/12/2015	Rutgers – New Brunswick Campus 9:00am-4:00 pm	Determining Eligibility for Affordable Housing Programs	\$233.00
11/19/2015	Rutgers – New Brunswick Campus 9 am – 12 pm	Fair Housing	\$131.00
	Rutgers – New Brunswick Campus 1 pm – 4 pm	Ethics for Affordable Housing Professionals	\$144.00

-RESOLUTION-Gridley Circle TWA

RESOLUTION

Authorization to Submit a Treatment Works Approval Application (TWA) for the Gridley Circle Sanitary Sewer Project

BE IT RESOLVED, by the Holland Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey that the Holland Township Committee hereby authorizes the Township Engineer, C. Richard Roseberry, to sign and submit the treatment works approval application, WQM003 and WQM006 forms for the Gridley Circle Sanitary Sewer Project to the DEP.

-RESOLUTION-Purchase of road materials

RESOLUTION

Authorization to Purchase Road Materials from Through the Joint Purchasing Agreement
With the Township of Bethlehem.

WHEREAS, Holland Township wishes to enter into a joint purchasing agreement with the Township of Bethlehem for the purchase of road materials; and

WHEREAS, the Township of Bethlehem has exercised their one year extension option on the contracts for road materials with Haines & Kibblehouse (aka Warren Materials and ABE Materials).

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee that Holland Township be authorized to purchase road materials from ABE Materials and Warren Materials through the joint purchasing agreement under the contract terms set forth by the Township of Bethlehem.

BUSINESS FROM TOWNSHIP ATTORNEY

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

EXECUTIVE SESSION-

-RESOLUTION-to enter into Executive Session for the purposes of:

ADJOURN at _____