

April 18, 2023  
HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA

The Holland Township Committee met on the above date at the Holland Township Municipal Building, 61 Church Road, Milford, N.J. at 7:12 p.m.

**Roll Call:** Present were

Committeeman Duane Young  
Deputy Mayor Scott Wilhelm  
Committeeman Robert Thurgarland  
Mayor Dan Bush  
Attorney Matthew Lyons  
Municipal Clerk Melissa Tigar

Committeewomen Lisa Mickey was Absent

**FLAG SALUTE**

Mayor Bush invited 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 Municipal Clerk on **December 8, 2022** and re-published with the zoom information on **January 12, 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**

Topic: Township Committee  
Time: April 18, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 748 030 1411

Passcode: 951148

One tap mobile

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**APPROVAL OF MINUTES OF THE:** April 4, 2023 Regular Meeting

Mr. Wilhelm moved and Mr. Thurgarland seconded the motion to approve the minutes of the April 4, 2023 regular meeting.

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

**APPROVAL OF BILLS AS SUBMITTED**

Mr. Young moved and Mr. Wilhelm seconded the motion to approve the bills as presented.  
Mr. Thurgarland abstained from Check # 33666.

Holland Township  
Bill List  
18-Apr-23

Check#	Vendor	Description	Payment	Check Total
33640	ABE MATERIALS - EASTON	Cold Patch/ Block Materials	\$ 370.50	\$ 370.50
33641	ALLEGRO ENTERPRISES,	Water Delivery RRCC	\$ 39.45	
		April 2023 Delivery - Municipal Bldg	\$ 46.70	
		March 2023 Delivery - DPW	\$ 46.84	\$ 132.99
33642	AQUA NEW JERSEY	001037094 0748928 910 Milford Warren GI	\$ 321.32	\$ 321.32

33643	AQUA NEW JERSEY	Fox Hill 001037164 0748991	\$	379.92	\$	379.92
33644	AQUA NEW JERSEY	1ST QRT 2023	\$	3,842.25	\$	3,842.25
33645	AT&T MOBILITY	02/27/23 - 03/26/23	\$	916.87	\$	916.87
33646	CAMPBELL FOUNDRY COM	Frame & Grate Design Type-E Basin	\$	4,060.00	\$	4,060.00
33647	CAROLYN WITMAN	SUMMER CAMP REFUND	\$	59.00	\$	59.00
33648	CIOCCA FMFL INC	Rear Wheel Seals for 2016 F-550	\$	109.56	\$	109.56
33649	CLEMENS UNIFORM	Mats for Municipal Building	\$	17.15		
		Mats for RRCC MARCH 2023-BAL DUE	\$	9.00		
		Shop Towels / Floor Mat service	\$	22.75		
		Mats for Municipal Building	\$	40.90	\$	89.80
33650	COLLIERS ENGINEERING	HLT001 Holland Township General - MARCH	\$	1,445.95		
		Planner Services thru 021223	\$	275.00		
		LUB Tilley/Lieb B24 L 5 review thru 0331	\$	743.08		
		PB HK B24 L 3 13 review thru 041123 Engi	\$	218.75	\$	2,682.78
33651	Daxko LLC	Daxko Operations April, 2023	\$	781.67	\$	781.67
33652	DELAWARE VALLEY REG. HIGH SCHOOL	Tax Payments 2022/2023	\$	825,925.00		
		BALANCE DUE TO SCHOOL FROM				
		NOVEMBER 2022	\$	3.00	\$	825,928.00
33653	Direct Energy Busine	Account # 1294537	\$	76.46		
		Account 1294535 129 Spring Mills Road	\$	80.96		
		Account 1294539 910 Milford Warren Glen	\$	1,421.05		
		129 Spring Mills Rd Account 1294415	\$	8.25		
		Account 1294536	\$	223.72	\$	1,810.44
33654	FEILBACH WELDING LLC	Cutter Shaft Rehab John Deere 5090M Boom	\$	1,587.00	\$	1,587.00
33655	Finelli Consulting Engineers Inc	PB Holland Solar Farm B2 L1 02 services	\$	1,637.50	\$	1,637.50
33656	FOX BROTHERS ALARM SERVICES INC	Second Quarter Payment (Service Contract	\$	210.00	\$	210.00
33657	GEBHARDT & KIEFER, P.C.	Feb-23	\$	59.00	\$	59.00
33658	GEBHARDT & KIEFER, P.C.	Feb-23	\$	731.00	\$	731.00
33659	GoTo Communications	RRCC Phones April 2023	\$	149.29	\$	149.29
33660	GOTTA HAVE IT	RRCC Pool Chemicals/Materials	\$	373.91	\$	373.91
33661	GRAINGER	Supplies for Roadside Cleanups	\$	333.54	\$	333.54
33662	GRIFFITH-ALLIED TRUCKING	DULSD - Diesel DPW/Gasoline-Police	\$	675.09		
		DULSD - Diesel DPW/Gasoline-Police	\$	341.16		
		DULSD - Diesel DPW/Gasoline-Police	\$	1,540.35	\$	2,556.60
33663	HOLLAND TOWNSHIP BOE	Tax Payments 2023	\$	1,724,875.80	\$	1,724,875.80
33664	HOPE JOHNSON	REFUND - SUMMER CAMP	\$	1,420.00	\$	1,420.00
33665	HUNTERDON COUNTY	Signs for RRCC Hours	\$	210.00	\$	210.00
33666	Hunterdon County Central Printing	ENVELOPES/NEW LOGO	\$	107.50	\$	107.50
33667	J C Ehrlich Co Inc	Commercial Pest Maintenance Service APRIL	\$	206.70	\$	206.70
33668	JERSEY CENTRAL POWER & LIGHT	100 004 557 474 03/08/23 - 04/06/23	\$	74.01	\$	74.01
33669	JERSEY CENTRAL POWER & LIGHT	100 004 556 468	\$	340.34	\$	340.34
33670	JERSEY CENTRAL POWER & LIGHT	MASTER 200 000 020 350	\$	664.47		
		MASTER 200 000 020 350	\$	6.38	\$	670.85
33671	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball 02/18/2	\$	116.77	\$	116.77
33672	JESSICA DULIN-SOTO	Yoga Classes March 2023	\$	770.00	\$	770.00
33673	JESSICA NEGLIA	When I work scheduling App	\$	45.00	\$	45.00
33674	JOHN P GALLINA, ESQ	PB Huntington Knolls B24 L 3 & 13 030223-	\$	270.00	\$	270.00
33675	JUDIT HENDRICKS	REFUND- ROOM RENTAL	\$	150.00	\$	150.00
33676	LAURA KNOTT	Yoga - March 2023	\$	275.00	\$	275.00
33677	LDI Connect	01/11/23 - 04/810/23 COPIERS-PD AND CLER	\$	397.34		
		Contract Usage Charge 03/22/23 - 04/21/2	\$	87.41	\$	484.75
33678	LMR DISPOSAL	Dumpster Pickup Service	\$	570.00	\$	570.00
33679	LMR DISPOSAL	Dumpster Pickup Service	\$	570.00	\$	570.00
33680	LMR DISPOSAL	Dumpster Pickup Service	\$	570.00	\$	570.00
33681	MELANIE WOROB	Zumba & Fitness Classes March 2023	\$	920.00		
		Winter Zumba Kids & Family Zumba Glow Pa	\$	1,300.00	\$	2,220.00
33682	MONINGHOFF APPLIANCE	Misc. Items for Building and Maintenance	\$	182.12	\$	182.12
33683	NJ Advance Media	ORD #2023-6	\$	20.52	\$	20.52
33684	NJ ASSOC OF SCHOOL RESOURCE OFFICERS	TRAINING - A. DIESSO	\$	450.00	\$	450.00
33685	NJ DEPT OF HEALTH & SENIOR SERV	Mar-23	\$	315.00	\$	315.00

33686	NJ EVENT SERVICES LL	Temporary Restrooms 03/13/23 - 04/12/23	\$	220.00	\$	220.00
33687	ONE CALL SYSTEMS, INC	One Call Locate Service	\$	64.35	\$	64.35
33688	P3 GENERATORS	GENERATOR SERVICE	\$	999.33	\$	999.33
33689	PEPSI-COLA	Water for fitness center	\$	270.00	\$	270.00
33690	Professional Government Educators Inc	ETHICS & INTERNAL CONTROLS - V. STEVENS	\$	90.00	\$	90.00
33691	R & L DATACENTERS, INC	March 2023 Payroll	\$	525.20	\$	525.20
33692	Rackspace US Inc	Department Email	\$	50.69	\$	50.69
33693	RR DONNELLEY	REGISTRAR PAPER	\$	99.00	\$	99.00
33694	SANICO, INC.	March 2023 - Acct #201688	\$	191.16		
		April 2023 Account 101037	\$	114.78		
		April 2023 - Acct #201944	\$	116.56		
		March 2023 - Acct #201746	\$	39.00	\$	461.50
33695	SERVICE ELECTRIC CABLE TV	Internet Service	\$	98.90	\$	98.90
33696	SERVICE ELECTRIC CABLE TV	RRCC cable/internet/phone December 2022	\$	209.69	\$	209.69
33697	STEM BROTHERS, INC.	RRCC Propane Heater Repair	\$	178.00		
		PROPANE	\$	240.18	\$	418.18
33698	SUNCOAST IDENTIFICATION SOLUTIONS	ID Tags for Fitness Center	\$	386.00	\$	386.00
33699	Tamatha Isenberg	Yoga - March 2023	\$	220.00	\$	220.00
33700	THERESA VERDI	Cleaning services at Municipal Building	\$	600.00		
		Cleaning @ RRCC 3/15-3/31	\$	640.00	\$	1,240.00
33701	TREASURER,STATE OF NJ	Municipal Garage	\$	2,300.00	\$	2,300.00
33702	TREASURER,STATE OF NJ	Stormwater Discharge Permit	\$	500.00	\$	500.00
33703	VERIZON	02/25/23 billing 908 995 8810	\$	66.72	\$	66.72
33704	VERIZON	MARCH 2023 BILLING	\$	1,816.20	\$	1,816.20
33705	WB Mason Co Inc	Paper Towels	\$	239.00		
		PAPER/CLEANER	\$	149.35	\$	388.35
33706	WILSON PRODUCTS	Propane for Recycling Building	\$	36.00	\$	36.00
<b>Totals</b>				<b>\$ 2,594,497.41</b>		<b>\$ 2,594,497.41</b>

3292023	QUADIENT INC	Postage	\$	400.00	\$	400.00
33600	GUARDIAN	VOID	\$	(2,856.23)	\$	(2,856.23)
40423	GUARDIAN	Apr-23	\$	2,856.23	\$	2,856.23

<b>Totals</b>	<b>\$</b>	<b>400.00</b>	<b>\$</b>	<b>400.00</b>
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Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey				X
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

### **REMINDER/ANNOUNCEMENT**

This Saturday, April 22, 2023 is the Free Seedling giveaway at the Holland Township Recycling Center from 9am to noon.

Next Saturday, April 29<sup>th</sup>, 2023 is the Township document paper shredding day from 9am to noon at the Holland Township Recycling Center as well.

The Fire Company Spring Town Wide Yard Sale will be held on May 6<sup>th</sup> for more information visit [www.hollandtwpfire.org](http://www.hollandtwpfire.org)

**GUEST SPEAKER** – William Mercado author of “Where’s Monkey”

### **OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**LIAISON REPORTS**

Mr. Wilhelm

- No report

Mr. Young

- Environmental Commission – Grant only offered 220 seedlings. Township purchased and extra 100 seedlings for \$100.
- Board of Health - questions regarding the new Township logo.

Mr. Thurgarland

- The library is considering applying for a grant for improvements to the front door for improved ADA access. This would need to be approved by Township Committee.

Mr. Bush

- Spring Garden Rd restoration has begun. In the fall of 2023, there will be a new grant for Old River Road. Should also be receiving funds back from the Mt. Joy Road improvements grant from 2020.
- Looking into two Software packages. One for Tax Collector (Edmunds) that I would like approval for this evening and another for Payroll (Prime Point).

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

-Authorization for Mayor to approve purchase of Edmunds Tax Software for the Tax Collectors Office.

Mr. Wilhelm moved and Mr. Thurgarland seconded the motion to approve

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

-**RESOLUTION** – Amending Resolution 2023-02-07 Regarding Class III Special Law Enforcement Officer, Alan DiEsso.

Mr. Thurgarland moved and Mr. Young seconded the motion to adopt the following resolution:

**AMENDED RESOLUTION**

**AMENDING RESOLUTION 2023-02-07 REGARDING CLASS III SPECIAL LAW ENFORCEMENT OFFICER, ALAN DIESSO**

**WHEREAS**, the Township of Holland (“Township”) wishes to amend Resolution No. 2023-02-07, appointing Alan DiEsso as a Class III Special Law Enforcement Officer, adopted February 7, 2023; and

**WHEREAS**, the Class III Special Law Enforcement Officer position is compensated at a rate of \$30 per hour; and

**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**, all other terms and conditions of employment relating to this new hire shall be as set forth in the Shared Services Agreement and any subsequent agreements made between the Holland Township Board of Education and the Township of Holland.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, that, effective *nunc pro tunc* to February 7, 2023, Alan DiEsso, Class III Special Law Enforcement Officer, salary shall be \$30.00 per hour

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

**-RESOLUTION** – Cancellation of Certain Balances in the General Capital Fund.  
 Mr. Wilhelm moved and Mr. Young seconded the motion to adopt the following resolution:

**CANCELLATION OF CERTAIN BALANCES  
 IN THE GENERAL CAPITAL FUND**

**WHEREAS**, The Best Practices requires that a periodic review of the various balances in the Capital Ordinances and the General Capital Trial Balance, and

**WHEREAS**, The Chief Financial Officer of the Township of Holland has conducted a review of unspent balances in the General Capital Fund, and

**WHEREAS**, the funds listed below are no longer required for the original intention of the Township of Holland

**NOW THEREFORE BE IT RESOLVED**, that the following balance be cancelled and returned to Reserve for Capital Improvement Fund -ARP

04-215-10-250-014    2022-06 RRCC Roof                    \$96,816.87

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

**-RESOLUTION-** Cancellation of Certain Balances in the General Capital Fund  
 Mr. Young moved and Mr. Thurgarland seconded the motion to adopt the following resolution:

**CANCELLATION OF CERTAIN BALANCES  
 IN THE GENERAL CAPITAL FUND**

**WHEREAS**, The Best Practices requires that a periodic review of the various balances in the Capital Ordinances and the General Capital Trial Balance, and

**WHEREAS**, The Chief Financial Officer of the Township of Holland has conducted a review of unspent balances in the General Capital Fund, and

**WHEREAS**, the funds listed below are no longer required for the original intention of the Township of Holland

**NOW THEREFORE BE IT RESOLVED**, that the following balance be cancelled and returned to the following accounts:

	<u>To:</u>	<u>From:</u>
<b>Capital Improvement Fund (04-299-56-850-101):</b>	\$144,210.82	
04-215-10-250-013    2021 Building Improvements/DPW/Library		\$144,210.82
<b>Capital Fund Balance/Surplus (04-299-56-850-300):</b>	\$195,106.28	
04-215-10-290-047    2022-08 Improvements to Church Road		\$195,106.28
<b>Reserve for Road Improvements (04-299-850-222):</b>	\$ 218,257.40	
04-215-10-290-048    2022-10 Road Improvements		\$ 218,257.40

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

**-RESOLUTION-American Recovery Plan Funds**

Mr. Wilhelm moved and Mr. Young seconded the motion to adopt the following resolution:

**ARP FUNDS**

**WHEREAS**, The Chief Financial Officer of the Township of Holland has conducted a review of the Reserve for American Recovery Plan Fund Account in General Capital Fund. The ARP Funds were used for four Capital Projects: the RRCC Roof, Building Improvements/DPW/Library, Improvement to Church Road and 2022-10 Road Improvements; and

**NOW THEREFORE BE IT RESOLVED**, that the RRCC Roof was fully funded by the ARP funds and the following 3 projects need to be replenished by the ARP Funds as follows:

04-215-10-250-013	2021 Building Improvements/DPW/Library	\$133,391.29
04-215-10-290-047	2022-08 Improvements to Church Road	\$191,024.99
04-215-10-290-048	2022-10 Road Improvements	\$ 75,896.21

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

**BUSINESS FROM TOWNSHIP ATTORNEY**

No Report

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

Mr. Mercado – Question on the total of the bills list. *This was reviewed by the CFO and it was confirmed to be an error and should not have appeared on the bills list.*

Mr. Keady – Township Logo


Mr. Rizzello – Question on when will Old River Road and the new Police Headquarters begin construction. Recommendation of 20% increase of salary for the Township Committee.

**ADJOURN** at 7:39 p.m.


Mr. Wilhelm moved and Mr. Thurgarland seconded the motion to adjourn.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey				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