

2017 RE-ORGANIZATIONAL MEETING AGENDA

Tuesday January 3, 2017

7:00 pm

MEETING CALLED TO ORDER

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

CLERK MILLER CALLS THE MEETING TO ORDER-The January 3rd 2017 meeting of the Holland Township Committee will now come to order

CLERK MILLER LEADS FLAG SALUTE

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

CLERK MILLER READS OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was given pursuant to the open public meeting act on **December 8, 2016** by:

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

OATH OF OFFICE

Clerk Miller asks Attorney Richard Dieterly to swear in Committeemen-elect Thurgarland and Wilhelm

ELECTION OF MAYOR

-Clerk Miller requests a motion to nominate the Holland Township Mayor for 2017

-Clerk Miller takes roll call vote

-Attorney Dieterly swears in the newly elected Mayor

-The Mayor takes the center seat on the dais

ELECTION OF THE DEPUTY MAYOR

-The Mayor requests nominations for Deputy Mayor in 2017

-Clerk takes roll call vote

-Attorney Dieterly swears in the newly elected Deputy Mayor

-The remaining Committeemen take seats to the left of the New Deputy Mayor starting with the most senior Committeeman to the newest Committeeman seated on the end.

NEW BUSINESS FROM THE TOWNSHIP COMMITTEE

-RESOLUTION-Adoption of the 2017 Temporary Budgets and the 2017 Temporary Sewer Budget
RESOLUTION
TEMPORARY BUDGET

WHEREAS, N.J.S.A.40:A4-19 provides that where any contract, commitment or payments are to be made prior to the final Adoption of the 2017 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

WHEREAS, the total appropriations in the 2016 budget, exclusive of any interest and debt redemption charges, Capital Improvement and public assistance, is the sum of \$4,895,480.59, and

WHEREAS, 26.25% of the total appropriations in the 2017 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$1,285,063.65.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

2017 TEMPORARY OPERATING BUDGET

	AMOUNT
MAYOR & COUNCIL	
Salaries & Wages	5,000.00
Other Expenses	10,000.00
MUNICIPAL CLERK	
Salaries & Wages	30,000.00
Other Expenses	7,500.00
FINANCIAL ADMINISTRATION	
Salaries & Wages	7,500.00
Other Expenses	15,000.00
AUDIT SERVICES	
Other Expenses	5,000.00
ASSESSMENT OF TAXES	
Salaries & Wages	10,000.00
Other Expenses	1,000.00
COLLECTION OF TAXES	
Salaries & Wages	8,000.00
Other Expenses	4,000.00
LEGAL SERVICES & COSTS	
Other Expenses	38,000.00
ENGINEERING SERVICES & COSTS	
Other Expenses	7,000.00
MUNICIPAL COURT	
Salaries & Wages	4,000.00
Other Expenses	2,500.00
MUNICIPAL PROSECUTOR	
Salaries & Wages	2,000.00
PUBLIC DEFENDER	
Salaries & Wages	800.00
PUBLIC BUILDINGS & GROUNDS	
Salaries & Wages	15,000.00
Other Expenses	40,000.00
PLANNING BOARD	
Salaries & Wages	5,000.00
Other Expenses	5,000.00
BOARD OF ADJUSTMENT	
Salaries & Wages	5,000.00
Other Expenses	2,000.00
ZONING	
Salaries & Wages	3,500.00
Other Expenses	500.00
INDUSTRIAL COMMISSION	
Other Expenses	100.00
ENVIRONMENTAL Commission	
Other Expenses	500.00
FIRE	
Other Expenses	4,000.00
Aid to Vol. Fire Co.	18,000.00
POLICE	

	Salaries & Wages	170,000.00
	Other Expenses	15,000.00
FIRST AID ORGANIZATIONS		
	Contributions	17,500.00
EMERGENCY MANAGEMENT		
	Salaries & Wages	2,000.00
	Other Expenses	100.00
ROAD REPAIRS & MAINTENANCE		
	Salaries & Wages	120,000.00
	Other Expenses	40,000.00
SNOW REMOVAL		
	Other Expenses	45,000.00
RECYCLING		
	Salaries & Wages	1,500.00
	Other Expenses	5,000.00
BOARD OF HEALTH		
	Salaries & Wages	500.00
	Other Expenses	1,000.00
WASTEWATER MANAGEMENT		
	Other Expenses	5,000.00
ANIMAL CONTROL		
	Other Expenses	700.00
RRCC		
	Salaries & Wages	70,000.00
	Other Expenses	37,000.00
OTHER RECREATIONAL PROGRAMS		
	Salaries & Wages	1,000.00
	Other Expenses	2,500.00
SWIMMING POOL		
	Salaries & Wages	3,000.00
	Other Expenses	6,000.00
SNACK SHACK		
	Salaries & Wages	100.00
	Other Expenses	500.00
HISTORICAL PRESERVATION COMMISSION		
	Salaries & Wages	300.00
	Other Expenses	1,000.00
AGRICULTURAL ADVISORY COMMITTEE		
	Salaries & Wages	300.00
	Other Expenses	2,500.00
INSURANCE		
	Worker's Comp.	20,000.00
	Group Insurance	85,000.00
	Other Insurance	65,000.00
UTILITY EXPENSES		
	Electricity	20,000.00
	Street Lighting	9,000.00
	Telephone	8,000.00
	NATURAL GAS	8,000.00
	Fuel Oil -Heating	3,000.00
	Gasoline and Diesel	10,000.00
	Dumpsters	5,000.00
SUB TOTAL		<u>1,036,400.00</u>

STATUTORY EXPENDITURES

Social Security	35,049.65
Unemployment Compensation	1,950.00
DCRP	300.00
PERS	101,973.00
PFRS	109,391.00

TOTAL STATUTORY EXPENDITURES	<u>248,663.65</u>
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COAH

AID TO LIBRARY

Other Expenses

TOTAL TEMPORARY CURRENT BUDGET	<u><u>\$1,285,063.65</u></u>
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2017 TEMPORARY SEWER BUDGET

Salaries & Wages	5,000.00
Other Expenses- Milford	100,000.00
Other Expenses	7,500.00
Social Security	250.00
Unemp Comp	1.00

TOTAL TEMPORARY SEWER BUDGET	<u><u>\$112,751.00</u></u>
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APPROVAL OF BILLS

-RESOLUTION-Authorization to pay bills

RESOLUTION

Authorizing the Chief Finance Officer to pay bills on January 10, 2017

WHEREAS, the Township Committee of the Township of Holland is reorganizing on Tuesday January 3, 2017 at a regularly scheduled meeting; and

WHEREAS, there was not enough time for the Chief Financial Officer to prepare a bills list to close out 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon in the state of New Jersey that the Mayor (or Deputy Mayor, in his absence), Chief Financial Officer and Municipal Clerk (or Deputy Municipal Clerk in her absence) are hereby authorized to sign checks to pay bills on January 10, 2017. Bills will be presented for approval at the next regularly scheduled meetings.

-RESOLUTION-Authorizing Tax Receiving Agency

RESOLUTION

Authorizing Tax Receiving Agency-“Lock Box Collections”

WHEREAS, N.J.S.A. 54:4-122.9 permits municipalities to designate a bank or trust company to receive current taxes under the supervision of the Tax Collector; and

WHEREAS, Hopewell Valley Community Bank is an official depository in accordance with N.J.S.A. 40A:5-14 and has contracted to provide said lock box collections service at no extra cost to the Township of Holland; and

WHEREAS, written advice has been received from the municipal auditor, William Colantano Jr., CPA, that said contract and policy with Hopewell Valley Bank complies with the relevant law, rules, and proper internal control procedures, and

WHEREAS, in accordance with N.J.S.A. 54:4-122.9, notification shall be made to all taxpayers at least once annually and at least 30 days prior to the next payment due, that such service has been contracted;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Holland Township, County of Hunterdon, State of New Jersey, that **Hopewell Valley Community Bank** be designated as a tax receiving agency in accordance with N.J.S.A. 54:4-122.9;

BE IT FURTHER RESOLVED that a certified copy of this Resolution and report of the auditor shall be provided to the Director, Division of Local Government Services, within three days of adoption of said resolution.

-RESOLUTION-Professional Services

**RESOLUTION
PROFESSIONAL SERVICES**

Resolution Authorizing the Award of a Contract for Certain Township Professionals Not Utilizing the Process Defined in the Third Definition Under N.J.S.A. 19:4A-20.7

WHEREAS, there exists a need for Municipal Engineer, Municipal Attorney, Municipal Planner, Insurance Advisors, Municipal Auditor, and Occupational & Environmental Engineer, in the Township of Holland, County of Hunterdon, in the year **2017** and

WHEREAS, there exists a need for the Township to hire a consultant to administer the Small Cities community Development Block Grant as part of the rehabilitative housing program under COAH and the affordable accessory apartment program of the Township under COAH, and

WHEREAS, there is a need for Township insurance advisors, with respect to casualty insurance and other similar insurance, and with respect to health insurance; and

WHEREAS, the Chief Financial Officer of the Township has certified that sufficient funds are available to pay the costs of professional services contracts for these purposes; and

WHEREAS, said Chief Financial Officer has certified that the contracts (recited below) with William Colantano, Gebhardt & Kiefer, P.C., Elizabeth McKenzie, Housing and Community Development Services, Inc., RK Occupational & Environmental Analysis Inc. and Maser Consulting, would exceed \$36,000 in value, and such parties have furnished to the Township [or will furnish prior to the effectiveness of an award of a contract to them] a Business Entity Disclosure Certification certifying that their entity has not made any reportable contributions under the New Jersey Local Unit Pay-To-Play Law (N.J.S.A. 19:4A-20.4 et seq.) and that they will not, during the term of their contract make any political contribution so reportable; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) requires a resolution authorizing the award of contracts for Professional Services without competitive bidding must be advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, in the County of Hunterdon, New Jersey in a meeting assembled as follows:

(A) That the Mayor and Clerk of the Township of Holland are hereby authorized and directed to execute contracts with following, all being for a one year period ending January 1, 201, contingent upon receipt from each of the following where the contract would exceed \$36,000 of a Business Entity Disclosure Certification certifying that their entity has not made any reportable contributions under the New Jersey Local Unit Pay-To-Play Law (N.J.S.A. 19:4A-20.4 et seq.) within the 12 month period prior to the contract award, and that they will not, during the term of their contract make any political contribution so reportable, and also contingent upon receipt of a Political Contribution Disclosure Certification prescribed by N.J.S.A. 19:44A-20.26.

Bedard, Kurowicki & Co, CPA (BKC) merger with William M. Colantano, 114 Broad Street, Flemington, New Jersey as Township Auditor, Colantano having rendered Holland Township such services in the past.

Gebhardt & Kiefer, P. C., 1318 Route 31, Clinton, New Jersey as Township Attorney, having rendered Holland Township such services in the past.

Cleary Giacobbe Alfieri Jacobs, LLC, 169 Ramapo Valley Road, Upper Level 105, Oakland, New Jersey 07436 and 5 Ravine Dr., PO Box 533, Matawan, New Jersey 07747, having rendered Holland Township such services in the past.

Elizabeth McKenzie of Flemington, New Jersey as Township Planner, having rendered Holland Township such services in the past.

RK Occupational & Environmental Analysis Inc. of Phillipsburg, New Jersey to provide the necessary training program to survey the Townships hazardous substances and to properly label these substances, having rendered Holland Township such services in the past.

Groendyke Associates of Califon, New Jersey as Township Insurance Agent, having rendered Holland Township such services in the past.

Rosko Associates, Inc. of Blairstown, New Jersey as Township Health Insurance Agent, having rendered Holland Township such services in the past.

Maser Consulting of Clinton, NJ as Municipal Engineers. having rendered Holland Township such services in the past.

Delaware Valley Family Health Center, 200 Frenchtown Rd, Milford, NJ as Township Physician

(B) These contracts are awarded without competitive bidding as a "Professional Service" in accordance with 40A:11-5-(1) (a) of the Local Public Contracts Law.

(C) This resolution shall be printed once in the Hunterdon County Democrat.

ADOPTION OF THE CONSENT AGENDA

-Mayor asks the Committee if any member wishes to remove any item from the Consent Agenda for separate discussion/consideration/vote.

-Mayor requests motion and seconded to adopt the Consent Agenda

CONSENT AGENDA

Authorizing the Chief Financial Officer to charge \$25.00 for any checks that are returned by the bank

Authorizing the Clerk to charge \$10.00 for mailing of meetings notices upon request.

Authorizing the Tax Assessor to charge \$10.00 for an affidavit listing names of property owners as under the Municipal Land Use Law.

Designating the Hunterdon County Democrat as the official newspaper of the Township for 2015 and to designate the Express Times as an alternate official newspaper. The said official newspaper and the alternate are also designated to receive advance notice of meetings under the provisions of the Open Public Meetings Act Law.

Adopting the following resolutions:

RESOLUTION

Appointing Township Officials

WHEREAS, there exists a need for the following Township Officials in 2017:

Deputy Clerk, Deputy Registrar, Tax Search Officer, Sewer Rent Collector, Public Information Coordinator/Custodian of Official Records, Dog Licensing Officer, Zoning Officer/Development Regulations Officer, Municipal Housing Liaison, and Certified Recycling.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon, State of New Jersey that the following be appointed effective 1/1/2017-12/31/2018:

- Melissa Tigar as Deputy Clerk
- Virginia Colucci as Dog Licensing Officer
- Maria Elena Kozak as Deputy Tax Collector
- Kay Winzenried as Tax Search Officer
- Kay Winzenried as Sewer Rent Collector
- Lawrence Creveling as Zoning Officer and Development Regulations Officer
- Maria Elena Kozak as COAH Liaison
- Catherine M. Miller as Public Information Coordinator/Custodian of Official Records
- Alan Turdo as Certified Recycling Coordinator
- Alan Turdo as Clean Communities Coordinator
- William Hance as Qualified Purchasing Agent
- **-Registrar Catherine M. Miller announces her appointment**, of Melissa Tigar as Deputy Registrar for 2017

-RESOLUTION-Approval of a Cash Management Plan for 2017

RESOLUTION

Regarding Cash Management Plan for the Year 2017

WHEREAS, P.L. 1983, Chapter 8, Local Fiscal Affairs Law, N.J.S.A.; 40A:5-14, has been amended to require that each municipality designate a Cash Management Plan for the deposit of local unit's monies,

BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon, in the State of New Jersey, that the following Cash Management Plan be adopted by the Township of Holland hereinafter "Municipality":

A. DESIGNATION OF OFFICIAL DEPOSITORIES

1. The following financial institutions are designated official depositories; under the direction of the Chief Financial Officer.

Fulton Bank	Wells Fargo	New Jersey Cash Management Fund
PNC Bank	Unity Bank	Somerset Savings Bank
Peapack-Gladstone Bank	U.S. Bank	Yardville National Bank
The Provident Bank	Sovereign Bank	Hopewell Valley Community Bank and Northfield Bank (Successor to Hopewell Valley Community Bank)
Valley National Bank	TD Bank	

2. Designated Official Depositories are required to submit to the Chief Financial Officer of this municipality a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act, notification of eligibility which must be filed semiannually in the Department of Banking as of June 30th and December 31st of each year.

3. Designated official depositories are required to submit to the Chief Financial Officer a copy of institution's "Annual Report" on an annual basis.

B. DEPOSIT OF FUNDS

All funds shall be deposited within forty-eight (48) hours of receipt in accordance with State Statute.

1. Operating funds shall be deposited into interest bearing accounts to maximize interest earnings.

2. Capital and debt service funds may be deposited into interest bearing accounts. Non-interest bearing accounts shall be regularly monitored for the availability of funds for investment.

3. Trust funds may be deposited into interest bearing accounts. Non-interest bearing accounts should be regularly monitored for availability of funds for investment except where either State or Federal laws prohibit the earning of interest on such funds.

4. Payroll and agency remittance funds shall be maintained in regular checking accounts, only insofar as they serve to compensate the bank for payroll data processing services.

C. DESIGNATION OF ALLOWABLE INVESTMENT INSTRUMENTS

The Municipality may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970, Chapter 236 (C. 17:9-44).

1. All designated depositories must conform to all applicable State Statutes concerning depositories of public funds.

2. All depositories shall obtain the highest amount possible FDIC and or FSLIC coverage of all Municipal Assets (Demand and Certificate of Deposit).

3. Collateral will be required for all deposits and investment of the Municipality, except for those in the State Cash Management Fund, collateral must have a market value of not less than 100 percent (100%) of all deposits and investments.

4. The Township shall be permitted to invest in certain governmental Securities in accordance with 40A:5-15.1

D. REPORTING PROCEDURES

The Chief Financial Officer shall prepare for the Municipal Governing Body the following investment reports:

1. Monthly Reporting: A detailed listing of all investments purchased in the prior month, specifying the amount, interest percent per annum, number of days, period of investment and maturity date, interest amount at maturity and financial institutions with which investment is placed. This report shall be broken down by fund.

2. The Chief Financial Officer shall prepare a schedule of outstanding investments for the independent auditors as of December 31st of each year and at other such times required by the auditors.

E. MAXIMUM MATURITY POLICY

Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State governments.

F. INVESTMENT PROCEDURES

1. Bids for Certificates of Deposit and Repurchase Agreements will be solicited of all designated depositories only if the amount is \$100,000.00 or greater.

2. Telephone bids will be solicited of designated depositories by the Chief Financial Officer or his designated staff member.

3. The depository shall specify the principal amount of the investment bid on, interest rate, and number of days used to calculate the interest to be paid on maturity.

4. Interest paid shall be from the date the bid was awarded to the day of maturity.

5. All bidders may request the results of the bid after the bid is formally awarded.

6. A check or wire transfer of funds will be made available to the winning bidder the same business day the bid is awarded.

7. Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturity and rates. A bid form of the Municipality may be used.

8. The Chief Financial Officer is authorized to invest and reinvest funds of the various accounts of this municipality without formal resolution of this governing body for each investment or turnover of funds, provided that investments are made at the highest available rate of interest consistent with applicable laws and regulations.

G. CONTROLS

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designated for telephone orders, wire transfers and securities safekeeping, only specifically designated personnel of the department of finance shall be allowed to conduct this part of the transactions and all activity should be subject to immediate written confirmation by the designated depository. The Chief Financial Officer shall review each day's activity

H. COMPLIANCE

The Cash Management Plan of the Municipality shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

-RESOLUTION- Official Municipal Signatories

RESOLUTION

Authorizing Official Municipal Signatories of the Township of Holland for 2017

BE IT RESOLVED, by the Township Committee of the Township of Holland, in the County of Hunterdon, in the State of New Jersey, that the following Township Officials are hereby designated as those authorized to sign checks and warrants for the withdrawal of funds from the official depositories of the Township of Holland for the year 2017:

Mayor	Deputy Mayor	Chief Financial Officer
Municipal Clerk	Deputy Municipal Clerk	

-RESOLUTION- Interest Rate/Grace Period/Year End Penalty

RESOLUTION

Resolution Authorizing Interest Rate/Grace Period/Year End Penalty

WHEREAS, N.J.S.A. 54:4-67 et seq., permits the governing body to fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal charges.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Holland that the rate of interest on unpaid taxes shall be eight (8) percent per annum on the first One Thousand Five Hundred (\$1,500) Dollars of delinquency and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500) Dollars to be calculated from the date the tax was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable; and,

BE IT FURTHER RESOLVED, that the rate of interest on unpaid sewer bills shall be eight (8) percent per annum up to One Thousand Five Hundred (\$1,500) Dollars of delinquency and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500) Dollars to be calculated from the date the bill was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable; and

BE IT FURTHER RESOLVED, that in addition to the interest provided above, on all delinquencies in excess of Ten Thousand (\$10,000.00) Dollars which are not paid prior to the end of the calendar year, the tax collector shall also collect a penalty of six (6) percent of the amount of the delinquency in excess of Ten Thousand (\$10,000) Dollars.

BE IT FINALLY RESOLVED, that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

-RESOLUTION- Cancellation of Overpayments and Delinquencies

RESOLUTION

Cancellation of Tax Overpayments/Sewer Overpayments and Delinquencies

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax refunds or delinquent amounts of less than \$10.00; and

WHEREAS, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax refunds or delinquencies of less than \$10.00.

WHEREAS, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of sewer rent overpays or delinquencies of less than \$5.00.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Holland of the County of Hunterdon, State of New Jersey, the Tax Collector and Sewer Rent Collector are hereby authorized to cancel said tax and sewer amounts as deemed necessary.

BE IT FINALLY RESOLVED, that a certified copy of this Resolution be forwarded to the Tax Collector, Sewer Rent Collector and Township Auditor.

-RESOLUTION- Tax Appeals

RESOLUTION

Authorizing the Tax Assessor and Legal Counsel of the Township of Holland, County of Hunterdon, to File and Prosecute any and all Tax Appeals Before the Hunterdon County Board of Taxation and the Tax Court of New Jersey

WHEREAS, the Hunterdon County Board of Taxation, requires that the Mayor and Township Committee of each municipality in the County of Hunterdon to pass a Resolution to authorize the Assessor of the municipality and their legal counsel to file and prosecute any and all tax appeals before the Hunterdon County Board of Taxation;

NOW, THEREFORE, BE IT RESOLVED that the legal counsel and the Assessor of Holland Township, County of Hunterdon, State of New Jersey are hereby authorized to file, prosecute, stipulate, modify, agree upon and otherwise perform the duties which are required of said Assessor, in the process of prosecution and/or filing of said Tax Appeals, with the jurisdiction of the Hunterdon County Board of Taxation and the Tax Court of New Jersey.

-RESOLUTION- Roll-Back Taxes

RESOLUTION

Authorizing the Tax Assessor to file Petitions, Notices and Other Documents Regarding Roll-Back Taxes

WHEREAS, the Township Committee of the Township of Holland has been informed by the Tax Assessor of the Township of Holland that, from time to time, changes in property use occur in the

Township so that such properties become subject to roll-back taxes pursuant to the Farmland Assessment Act of 1964; and

WHEREAS, the Tax Assessor of Holland Township has requested the Township Committee authorize her to file petitions, notices and other documents regarding the assessing of such roll-back taxes with the Hunterdon County Board of Taxation; and

WHEREAS, filing of these documents regarding roll-back taxes by the Tax Assessor of the Township of Holland is important to the tax assessment process of the Township and the Tax Assessor has already filed petitions and other documents regarding such roll-back taxes with the Hunterdon County Board of taxation;

NOW, THEREFORE BE IT RESOLVED, by the Committee of Holland Township that the Tax Assessor of the Township of Holland be, and she is hereby, authorized to file petitions, notices and other documents regarding the assessing of roll-back taxes; and

BE IT FURTHER RESOLVED, that this Township Committee hereby confirms and approves of the actions of the Tax Assessor to date in filing such documents regarding roll-back taxes with the Hunterdon County Board of Taxation.

-RESOLUTION- Naming a Public Agency Compliance Officer

RESOLUTION

Naming Affirmative Action P.A.C.O. of the Township of Holland for 2017

BE IT RESOLVED, by the Township Committee of the Township of Holland, in the County of Hunterdon, in the State of New Jersey, in accordance with P.L 1975 C. 127 (N.J.A.C. 17:27), does hereby designate the Public Agency Compliance Officer of the Township of Holland in Hunterdon County, New Jersey for the year 2017 to be:

Catherine M. Miller, RMC

Municipal Clerk

61 Church Road Milford, New Jersey 08848

END OF CONSENT AGENDA

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-LIAISON ASSIGNMENTS- Mayor announces his Committee Member Liaison Assignments for 2017

-APPOINTMENTS BY THE MAYOR- Mayor announces his appointments and reappointments for the 2017 Boards and Commissions

-Motion to approve the Mayors Appointments

-APPOINTMENTS BY THE TOWNSHIP COMMITTEE- Mayor announces the Committee's appointments and reappointments for 2017 Boards and Commissions and asks for a formal vote

-Motion to approve the Township Committee Appointments

-RESOLUTION- Appointing Emergency Management Coordinator

RESOLUTION

Appointing Holland Township 2017 Emergency Management Officers

WHEREAS, the Township of Holland, County of Hunterdon, State of New Jersey, under the authority of Civil Defense and Disaster Control Act, New Jersey Statutes Annotated, Appendix A:9-30 through 63, Chapter 438, Public Law 1953, having established the Holland Township Office of Emergency Management (O.E.M.) on July 21, 1987, continues to recognize its moral and legal responsibility to provide comprehensive emergency management planning to protect its citizens in the event of a manmade or natural catastrophe.

BE IT RESOLVED, by the Holland Township Committee, Township of Holland, in the County of Hunterdon, State of New Jersey, that on this date of January 3, 2017, the following appointment be made for a term of 3 years to the Holland Township Emergency Management Council, of which the Emergency Management Coordinator is Chairperson:

EM Coordinator/Chief of Police

Chief John D. Harris, Jr.

BE IT FINALLY RESOLVED, that the purpose of the establishment of the Office of Emergency Management is to provide for the health, safety and welfare of the people of Holland Township and to aid in the prevention of damage to and the destruction of property during any emergency or disaster resulting from natural or unnatural causes.

-RESOLUTION- Appointing Emergency Management officials

RESOLUTION

Appointing Holland Township 2017 Emergency Management Officers

WHEREAS, the Township of Holland, County of Hunterdon, State of New Jersey, under the authority of Civil Defense and Disaster Control Act, New Jersey Statutes Annotated, Appendix A:9-30 through 63, Chapter 438, Public Law 1953, having established the Holland Township Office of Emergency Management (O.E.M.) on July 21, 1987, continues to recognize its moral and legal responsibility to provide comprehensive emergency management planning to protect its citizens in the event of a manmade or natural catastrophe.

BE IT RESOLVED, by the Holland Township Committee, Township of Holland, in the County of Hunterdon, State of New Jersey, that on this date of January 3, 2017, the following appointment be made for a term of 3 years to the Holland Township Emergency Management Council, of which the Emergency Management Coordinator is Chairperson:

BE IT FURTHER RESOLVED, that the following appointments be made for a term of 1 year to the Holland Township Emergency Management Council:

Deputy OEM Coordinator-Operations/Police Department	Sergeant Sean Gutsick
Deputy OEM Coordinator- Sheltering	Gail Rader
Deputy OEM Coordinator Communications	Richard Botto

BE IT FURTHER RESOLVED, that it shall be the duty of all Municipal Employees, appointments and agencies to fully cooperate with the Municipal Coordinator in carrying out his responsibilities for planning, activating, coordinating, and the conduct of disaster control operations within the municipality.

BE IT FINALLY RESOLVED, that the purpose of the establishment of the Office of Emergency Management is to provide for the health, safety and welfare of the people of Holland Township and to aid in the prevention of damage to and the destruction of property during any emergency or disaster resulting from natural or unnatural causes.

-RESOLUTION-Tax redemption

RESOLUTION

Redemption of a Tax Sale Certificate to an Outside Lienholder

WHEREAS, at the Municipal Tax Sale held on December 14, 2016, a lien was sold on Block 10 Lot 1.31, also known as 50 Gridley Circle for unpaid 2015 sewer charges; and,

WHEREAS, Joseph Lapaix has redeemed Certificate No 2016-003

NOW, THEREFORE, BE RESOLVED, the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey directs the Chief Financial Officer to issue a check in the amount of \$1,652.66 which includes a \$1,100.00 premium payable to Tad Dabrowski 490 Mountain Rd. Lebanon NJ 08833 for Tax Sale Certificate #2016-003.

-RESOLUTION- Redemption of Tax Sale Certificate

RESOLUTION

Authorizing the Redemption of Tax Sale Certificate to an Outside Lienholder

WHEREAS, at the Municipal Tax Sale held on December 10, 2014, a lien was sold on Block 7.02 Lot 8, also known as 15 Abrams Drive for unpaid 2013 sewer charges; and,

WHEREAS, Corelogic has redeemed Certificate # 2014-004

NOW, THEREFORE, BE RESOLVED, the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey directs the Chief Financial Officer to issue a check in the amount of \$2,659.81 payable to US Bank Cust for PC5 Sterling National 50 South 16th St. Suite 2050 Philadelphia PA 19102 on Tax Sale Certificate #2014-004.

-RESOLUTION-Transfer of Funds

RESOLUTION

Transfer of funds

WHEREAS, various 2016 bills have been presented for payment in the year 2016, which represent obligations of the fiscal year 2016, and were not covered by sufficient funds in certain budget accounts and there being excess funds in certain budget accounts in the 2016 Budget in the last two months of 2016; and

WHEREAS, it is the recommendation of the Chief Financial Officer that transfer be made as of 12-28-2016 to cover the various accounts

WHEREAS, N.J.S.A. 40A:4-58 transfers to be made from unexpended balances to those which are expected to be insufficient during the last two months of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfers as listed in the resolution be made between the 2016 Budget Appropriation as follows:

	Transfer From:	Transfer To:
RRCC O/E	7,000.00	
RRCC S/W		7,000.00
Public Works O/E	7,000.00	
Engineering O/E		7,000.00

-RESOLUTION-Transfer of Funds

RESOLUTION
Transfer of Funds

WHEREAS, the Municipal Budget for the year 2016 was approved on March 15, 2016 and adopted on April 19, 2016, and

WHEREAS, N.J.S.A. 40A:4-58 permits appropriation transfers to be made during the last two months of the fiscal year, and reserve appropriation transfers to be made during the first three months of the following fiscal year.

NOW, THEREFORE, BE IT RESOLVED, by the Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that the Chief Financial Officer is hereby authorized to make the following budget transfers:

	Transfer From:	Transfer To:
Legal O/E	\$17,000.00	
RRCC S/W		\$7,000.00
Engineering O/E		\$10,000.00

BE IT FURTHER RESOLVED that a Certified Copy of this Resolution be provided by the Municipal Clerk to the Chief Financial Officer.

-RESOLUTION-Extension of Probation

RESOLUTION

Extending the Probationary Period of Department of Public Works Employee Thomas Costley

WHEREAS, Thomas Costley was hired as a Department of Public Works Employee effective July 1, 2016, and

WHEREAS, under the DPW contract, Thomas was hired as a probationary employee with the 6 month probation calculated to end January 1, 2017, and

WHEREAS, Department of Public Works Superintendent, Alan Turdo, recommended in a memo dated January 3, 2017, that, in accordance with the Union Contract, the probationary period be extended in thirty (30) day increments, allowing Superintendent Turdo ample time to evaluate Mr. Costley's work performance, as the probationary period is intended.

WHEREAS, the Holland Township Committee, Township of Holland, Hunterdon County in the state of New Jersey extends the Probation Period in thirty (30) day increments for Department of Public Works employee Thomas Costley as recommended by Superintendent Turdo stated above.

-RESOLUTION: Approval of 2017 Holland Township Volunteer Fire Company Roster and Officers

RESOLUTION

Approval of the 2017 Holland Township Volunteer Fire Company
Roster of Members and Officers

BE IT RESOLVED, by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey that the following 2017 Holland Township Volunteer Fire Company Roster and Officers is approved:

2017 Line Officers

Chief: Tom Welsh
 Deputy Chief Tom Doherty Asst. Chief Carl Knight
 Captain Rich Davi Captain Steve Underhill
 Lieutenant Chris Collins Lieutenant Mike Hiel Lieutenant Keith Oppenheimer

2017 Executive Board:

President: Bill Martin Vice President: Anthony Roselle
 Treasurer: Mike Miller Secretary: Jerry Bowers

Trustees:

Chairman: Mike Joyce

Mike Joyce	Rich Davi	Jerry Bowers	Bill Martin
Tony Roselle	Pete Davis	Bill Ethem	

Junior Members:

Jared Davi

Contributing Members:

Sandra Davi	Jeremy Donaldson	Sylvia Donaldson	Karen Dysart
Bev Kinney	Russell Kinney	Ruth Kinney	Joe Lapaix
Nancy Peters	Barbara Shaffer	Craig Snyder	Judy Tharp

2017 Roster:

Don Anthony	George Bachelder	Mike Bent	Jerry Bowers
Jessica Chilmonik	Ben Cialone	Chris Collins	Kyle Davi
Rich Davi	Pete Davis	Robert Davis	Tom Dougherty
Tom Erwin	Bill Ethem	Sean Gutsick	Mike Hiel
Harry Hulst	Jack Jenkins	Mike Joyce	Pete Kanakaris
Ben Karmondi	Ben Karmondi, Jr	Samuel Kirkpatrick	Carl Knight
Rich Larsen	George LaVigna	Doug Leonhardt	Bob Lippincot
Joe Lippincott	Mark Lowe	Bill Martin	Jenna Meyer
Mike Miller	Owen Mondeau	Keith Oppenheimer	Gabby Nelson
Jason Peters	Anthony Roselle	Rich Ruby	John Sears Sr.
John Sears Jr.	Renee Sears	Brian Shea	Dan Shea
Chris Spitzer	Eric Strangfeld	Christopher Taffera	Richard Theesfeld
Jeff Underhill	Steve Underhill	Kenneth Vogel	Michael Welsh
Tom Welsh	David Wiklanski		

-ORDINANCE 2017-1 -Introduction/First Reading-CAP BANK-Exceeding the Municipal Budget Appropriation Limits and Establish a Cap Bank
Set the Public Hearing for February 21, 2017

ORDINANCE
CALENDAR YEAR 2017
TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to .5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Holland in the County of Hunterdon finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.5 % increase in the budget for said year, amounting to \$154,287.50 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Holland, in the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2017 budget year, the final appropriations of the Township of Holland shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$154,287.50, and that the CY 2017 municipal budget for the Township of Holland be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at _____