



**Township of Holland**  
IN  
HUNTERDON COUNTY

61 Church Road  
Milford, New Jersey 08848  
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[www.hollandtownshipnj.gov](http://www.hollandtownshipnj.gov)

**Draft Agenda-Business to the extent known**  
HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA  
September 5, 2017

**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 8, 2016 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:** August 15, 2017 Regular Meeting and Executive Session

**APPROVAL OF BILLS AS SUBMITTED**

Check#	Vendor	Description	Payment	Check Total
23520	4IMPRINT, INC.	PR Community Day Give a Ways	\$ 283.02	\$ 283.02
23521	Amazon.com RRCC	Various Items	\$ 828.55	\$ 828.55
23522	AMERIGAS - CLINTON 7510	Propane for snack hut	\$ 114.74	
		Propane	\$ 52.46	\$ 167.20
23523	AQUA NEW JERSEY	910 Milford Warren Glen Rd Seasonal	\$ 15.96	
		910 Lawn Irrigation 071417-081617-(	\$ 17.12	
		RRCC Pool 071417-081617(8797)	\$ 712.09	
		RRCC 071417-081617(8796)	\$ 498.75	
		07/31/17-8/28/17	\$ 321.32	\$ 1,565.24
23524	BETHANY ASCOLESE	Face Painting Community Day	\$ 300.00	\$ 300.00
23525	Billows Electric Supply Company	Ballasts	\$ 208.95	
		Light Bulbs	\$ 113.41	
		Grandstand Light Bulbs	\$ 83.56	\$ 405.92
23526	BRENT MATERIAL COMPANY	12" ADS PVC Drainage Pipe	\$ 950.00	\$ 950.00
23527	Carolyn Bernhard	DVD's for summer camp	\$ 12.97	\$ 12.97
23528	CASTLE SEPTIC SERVICE CORP.	Monthly Toilet Rental Charge	\$ 280.00	\$ 280.00
23529	CATHERINE M. MILLER	Recertification of Clerks License	\$ 125.00	\$ 125.00
23530	Celebration Fireworks Inc	Fireworks Display Community Day	\$ 6,300.00	\$ 6,300.00
23531	CHRISTINE FRENCHU	Agriculture misc. expenses	\$ 1,276.88	\$ 1,276.88

23532	Circus Time Amusements & Entertain	Bounce rides for Community Day	\$ 1,725.00	\$ 1,725.00
23533	CLEMENS UNIFORM	DPW Shop Rags & Bethany Ridge Mat	\$ 21.75	
		Mats for community center	\$ 100.80	
		Mats for Municipal Building	\$ 35.25	
		Mats for Municipal Building	\$ 35.25	\$ 193.05
23534	D.H. PRODUCTIONS	Community Day	\$ 450.00	\$ 450.00
23535	Danielle Zahn	Additional Refund for Summer camp	\$ 173.00	\$ 173.00
23536	DAVIS BUSINESS MACHINES, INC.	Monthly Maintenance Fee IR-C33801	\$ 155.86	\$ 155.86
23537	DEL VAL ALL SPORTS BOOSTER CLUB	2017 Road Clean Up - Del Val Football	\$ 500.00	
		2017 Road Clean Up - Stamets Rd - D	\$ 500.00	\$ 1,000.00
23538	Department of Community Affairs	Tent Permit Check	\$ 42.00	\$ 42.00
23539	DINGMAN'S DAIRY	Ice Cream For Snack Hut	\$ 216.94	
		Ice Cream for Snack Hut	\$ 95.72	\$ 312.66
23540	DONNA K. GELEGONYA	Lifeguard Training & Swim Lessons	\$ 2,495.00	\$ 2,495.00
23541	EAGLE FENCE AND SUPPLY	Split Rail Replacement	\$ 11.50	\$ 11.50
23542	EASTERN CONCRETE MATERIALS	4"-12" Rip Rap	\$ 3,085.10	\$ 3,085.10
23543	ELIZABETHTOWN GAS	Meter 01061655 Account 93404665351	\$ 170.84	
		Meter 14Y735578 Account 9890459292	\$ 5.41	\$ 176.25
23544	Energ Fitness Wellness Solutions LL	Preventative maintenance for fitness	\$ 525.00	\$ 525.00
23545	Enterprise Electrical Inc	Recycling Cardboard Baler Switch	\$ 300.00	\$ 300.00
23546	Enterprise Electrical Inc	Repair Emergency Lighting At RRCC	\$ 2,850.00	\$ 2,850.00
23547	FINCH FUEL OIL CO, INC	Unleaded Gasoline	\$ 498.30	
		2017 Ultra Low Sulfur Dyed Diesel	\$ 757.58	\$ 1,255.88
23548	General Foundaries of New York Inc	2017 "B" Catch Basins	\$ 3,780.00	\$ 3,780.00
23549	GOTTA HAVE IT	Pool chemicals	\$ 269.97	\$ 269.97
23550	GRAINGER	Hose, Hand Wipes, Water Nozzle	\$ 175.47	\$ 175.47
23551	IN THE SWIM	Chlorine Free Shock & Alkalinity In	\$ 747.88	\$ 747.88
23552	J C Ehrlich Co Inc	Monthly Pest Control August	\$ 217.00	\$ 217.00
23553	Janine Gregory	Refund summer camp	\$ 59.00	\$ 59.00
23554	JERSEY CENTRAL POWER & LIGHT	Jul-17	\$ 3.81	
		Jul-17	\$ 1,012.63	
		Account 100 004 272 553 Street Lights	\$ 156.64	
		Account 100 004 272 595 Street Lights	\$ 1,647.58	
		Account 100 060 952 585 Street Lights	\$ 60.39	
		Account 100 004 272 652 Street Lights	\$ 180.90	
		Account 100 004 555 932 Case Field	\$ 123.48	\$ 3,185.43
23555	JERSEY CENTRAL POWER & LIGHT	Account 100 105 886 640 914 Milford	\$ 99.57	
		Account 100 003 579 271 Library AUG	\$ 213.25	
		Account 100 029 305 644 AUG 2017	\$ 4,227.96	
		Account 100 004 555 858 Baseball 51	\$ 179.74	
		Account 100 070 503 212 Pool AUG 20	\$ 4.33	
		Account 100 077 061 016 Jul 22- A	\$ 2,982.26	\$ 7,707.11
23556	JESSICA NEGLIA	Summer Camp Field Trip	\$ 420.00	
		Sandwiches for Summer Campers	\$ 304.00	\$ 724.00
23557	JOHN D. HARRIS, JR.	Notary (Harris)	\$ 30.00	\$ 30.00
23558	KEITH GROOGAN	Karate June & July	\$ 812.50	\$ 812.50
23559	Kelsey Marsh	Refund summer camp	\$ 356.60	\$ 356.60
23560	KOLLMER EQUIPMENT	BR600 Stihl Back Pack Blower	\$ 430.00	

		Clevis, Filters, Belts For Toro Mow	\$ 139.69	\$ 569.69
23561	L.J. ZUCCA INC. DISTRIBUTORS	Candy for snack hut	\$ 141.69	\$ 141.69
23562	LAWRENCE LaFEVRE	Projector	\$ 634.99	\$ 634.99
23563	LIFESAVERS, INC.	Ice Packs	\$ 18.75	\$ 18.75
23564	LMR Disposal LLC	Recycling Dumpster	\$ 76.30	\$ 76.30
23565	LUCILLE A. GROZINSKI	PB 081417 meeting court reporter	\$ 225.00	\$ 225.00
23566	JAMES A FOX INC	Mad Science Camp	\$ 2,618.00	\$ 2,618.00
23567	MASER CONSULTING PA	Shire Road Grading Plan	\$ 258.92	
		Bellis Road FY 2015 NJDOT Appl Eng	\$ 100.00	
		Riegel Ridge Park Parking Lot	\$ 1,120.00	
		PB Highlands Council Land Use Ordinance	\$ 1,357.50	
		Highlands Grant Task 15 Stormwater	\$ 1,712.50	\$ 4,548.92
23568	EDWARD HORSFALL	Computer Services (July 2017)	\$ 125.00	
		Jul-17	\$ 1,575.00	\$ 1,700.00
23569	Needle Tech Custom Embroidery	2017 DPW/Recycling Employees Tee Shirts	\$ 499.00	\$ 499.00
23570	Ocean Computer Group, Inc.	Barracuda Back Up 2017-2018	\$ 1,192.11	\$ 1,192.11
23571	ORIENTAL TRADING COMPANY	PR Community Day Give a Way - Beach	\$ 49.98	\$ 49.98
23572	Padovani Roofing & Construction	RRCC Stage Rehabilitation Project	\$ 33,900.00	\$ 33,900.00
23573	PENTELEDATA	08-24-17-09-24-17	\$ 199.90	\$ 199.90
23574	POWERCO, INC.	2011 580SN Backhoe Door Handle	\$ 19.42	
		Pequea Trailer Jack	\$ 245.06	\$ 264.48
23575	PRESERVATION NEW JERSEY, INC.	Membership	\$ 100.00	\$ 100.00
23576	PUBLIC EMPLOYEES' RETIREMENT SYSTEM	Back Deductions Employee Share	\$ 2,655.69	\$ 2,655.69
23577	R/H TRUCK PARTS	2010 International AC, Antifreeze L	\$ 298.95	\$ 298.95
23578	RAIN OR SHINE TENT RENTALS	Community Day Tents	\$ 2,052.00	\$ 2,052.00
23579	RARITAN VALLEY DISPOSAL #865	30 Yard Garbage Dumpsters	\$ 510.00	
		30 Yard Garbage Dumpsters	\$ 510.00	
		30 Yard Garbage Dumpsters	\$ 510.00	
		30 Yard Garbage Dumpsters	\$ 1,020.00	\$ 2,550.00
23580	Restaurant Equipment Services Inc	Fix broken Freezer @ Community Cent	\$ 219.00	\$ 219.00
23581	RK OCCUPATIONAL & ENV ANALYSIS, INC	2016 RTK SURVEY	\$ 977.40	\$ 977.40
23582	Robin Nugent	Summer Camp Supplies	\$ 26.74	\$ 26.74
23583	SAMZIE'S UNIFORMS	Citation / Badge Holders	\$ 46.50	\$ 46.50
23584	SANITATION TRUCK REPAIR CO., INC.	Cardboard Baler Switch	\$ 198.97	\$ 198.97
23585	SERVICE ELECTRIC TELEPHONE CO.	RRCC Telephone	\$ 171.34	\$ 171.34
23586	St. Hubert's Animal Welfare Center	Animal Control Services 3rd Qtr 201	\$ 2,300.00	\$ 2,300.00
23587	STAPLES BUSINESS ADVANTAGE	NYC 1475927 8046008142	\$ 76.05	\$ 76.05
23588	STORR TRACTOR COMPANY	Bearing Housing Assembly For 85C Fl	\$ 437.24	
		85C Flail Mower Knives	\$ 115.00	\$ 552.24
23589	THERESA VERDI	Cleaning RRCC	\$ 520.00	\$ 520.00
23590	US Foods Inc., Allentown Division	Food for snack hut	\$ 626.22	\$ 626.22
23591	VALLEY AUTO SUPPLY	Hub Cap	\$ 108.04	\$ 108.04
23592	H & K Group, Inc.	2017 Blacktop	\$ 1,113.32	
		2017 Recycled Asphalt	\$ 91.35	\$ 1,204.67
23593	H & K Group, Inc.	2017 Recycled Blacktop	\$ 772.70	\$ 772.70
23594	H & K Group, Inc.	2017 Blacktop	\$ 5,945.25	\$ 5,945.25
23595	WB Mason Co Inc	Trash Bins, Soap, Staples, Trash ca	\$ 421.52	
		Hand Soap, Tissues, Spray Bottles,	\$ 516.25	

	Plastic Bottles, facial tissue, Han	\$	137.20	
	Tissues	\$	29.99	\$ 1,104.96
23596	WOODRUFF ENERGY	Aug-17	\$ 109.46	\$ 109.46
			\$ 114,565.03	\$ 114,565.03
Manual Checks				
90117	Guardian	September Dental	\$ 2,715.65	\$ 2,715.65
		Total	\$ 117,280.68	\$ 117,280.68
CURRENT FUND	BUDGET AND APPROPRIATION RESERVES		\$ 69,919.28	
GRANT FUND	BUDGET AND APPROPRIATION RESERVES		\$ 8,083.02	
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES		\$ 34,258.92	
SEWER FUND	BUDGET AND APPROPRIATION RESERVES		\$ 3.81	
ANIMAL CONTROL	BUDGET AND APPROPRIATION RESERVES		\$ 2,300.00	
Checks issued 9-5-2017				114,565.03
Other Payments				
90117	Guardian		\$ 2,715.65	
	Manual Totals			<u>2,715.65</u>
Total				<u><u>117,280.68</u></u>

**REMINDER/ANNOUNCEMENT**

-Holland Township is hosting the **37<sup>th</sup> Annual Holland Township Community Day** on Saturday September 9, 2017.at the Riegel Ridge Community Center. The day filled with rides, games, demonstrations and lots of great food kicks off at 1 p.m. and will end with our famous fireworks display.

**BID AWARD**-Riegel Ridge Community Center Gym Floor Replacement Project-Re-bid  
Bid opening on August 29, 2017

**RESOLUTION**

Award of Bid for Riegel Ridge Community Center Gym Floor Replacement Project

**WHEREAS**, Notice to Bidders was published requesting bids for the Riegel Ridge Community Center Gym Floor Replacement Project for a bid opening on August 10, 2017, and

**WHEREAS**, no bids were received on or before that date, and

**WHEREAS**, Notice to Bidders was again published for the Riegel Ridge Community Center Gym Floor Replacement Project for a re-bid opening on Tuesday August 29, 2017, and

**WHEREAS**, one (1) bid for the Riegel Ridge Community Center Gym Floor Replacement Project was received and opened at 3:00 pm on Tuesday August 29, 2017 with the following results:

Bidder	Address	Bid Amount
Mathusek, Inc	Oakland, NJ	92,901.00

**WHEREAS**, the bid was reviewed by the Qualified Purchasing Agent and architect for accuracy and completeness; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this contract.

**NOW THEREFORE, BE IT RESOLVED**, by the Holland Township Committee, Township of Holland in the County of Hunterdon, and state of New Jersey that Holland Township be authorized to enter into a contract with Mathusek, Inc of Oakland, NJ in the amount of \$92,901.00 for the Riegel Ridge Gym Floor Replacement Project.

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**LIAISON REPORTS**

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**-Request from Holland Liquor owner** asking permission to open one hour early on Sunday December 24, 2017 (Christmas Eve). Current ordinance (43-2) prohibits the sale of any alcoholic beverage on Sunday from 2:00 a.m. - 11:00 a.m. On November 21, 2006 this same request was made and Attorney Richard Dieterly explained this would require an amendment to the current ordinance. The Township Committee voted unanimously to deny the request.

**-Authorizing the Mayor to sign** the following pertaining to Highlands Council Task 8 Water Use and Conservation Management Plan (WUCMP):

- the contact with CDM Smith to perform duties associated with the for Highlands Council Task 8
- scope of work prepared by Maser with those duties

**-Approval to attend certification class:**

Director of Parks and Recreation Jessica Neglia

Date	Host	Subject	Cost
10/13/2017	Spinning	Spinning Certification (2 year certification)	\$355.00

**-Accepting the resignation** of recycling employee Daniel Bellick, effective August 19, 2017. Daniel worked at the Recycling Center from December 2009-June 2014 when he resigned to do volunteer work in Japan. He was rehired in September 2014 when he returned from Japan. Seven and ½ years of service to the Township.

**-Appointment by Mayor Bush:**

David Harrison to Regular Member on the Holland Township Environmental Commission filling the unexpired term of Henry Gore. Term expiring 12/31/2018

**-Appointment by Mayor Bush:**

Henry Gore as an Emeritus member on the Holland Township Environmental Commission, term expires 12/31/2017

**-RESOLUTION-Cancellation of Capital Fund Balances**

**RESOLUTION**

Cancelation of unused Capital Funds

**WHEREAS**, New Jersey Best Practices requires a periodic review of the various balances in Capital Ordinances, and

**WHEREAS**, the Chief Financial Officer of the Township of Holland has conducted a review of the unspent balances in all of the Capital Ordinances, and

**WHEREAS**, the funds listed below are no longer required for the original intention of the Capital Ordinances.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey that the following Capital balances be cancelled and the funds transferred to the appropriate Capital Reserve, Capital Improvement Fund or Capital Surplus based on the original funding source:

Account	Description	Amount
04-215-10-110-003	Acquisition of Hoffman Farm (11/21/2000)	13,906.47
04-215-10-110-007	Purchase of Land Bethany Ridge	48,188.54
04-215-10-255-005	Purchase of Fire Truck (2014)	2,194.53
04-215-10-290-017	Firehouse tanks	2,051.47
04-210-10-290-019	Ellis Road	.02
04-215-10-290-020	Refurbish Public Works Truck	12,488.03
06-201-10-550-01	Sewer Line Repairs	10,173.90
<b>TOTAL</b>		<b>89,002.96</b>

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately as provided by law.

**-RESOLUTION-** to hire Nick Zehnbauer

**RESOLUTION**

Authorization to hire Nick Zehnbauer as part time  
Front desk Staff at Riegel Ridge Community Center

**WHEREAS**, the Township Committee of the Township of Holland is in need of front desk staff & childwatch at the Riegel Ridge Community Center, and

**WHEREAS**, according to the Chief Financial Officer, there are sufficient funds available in the General Operations Municipal budget to pay for this employee, and

**WHEREAS**, this employee will be hired as an “at will” 12 month part-time employee, with a six months initial probationary period, starting as of the date of hire; and

**WHEREAS**, this employee will be required to wear a uniform prescribed by the Township, portions of which may be furnished by the Township and portions will be furnished by the employee; and

**WHEREAS**, this employee will report directly to the Director of Parks and Recreation, and

**WHEREAS**, a current copy of the Holland Township Employee Handbook will be made available to this employee for review and will be required to comply with all policies in the handbook, and

**WHEREAS**, this employee will be required to attend and pass all required training; and

**WHEREAS**, this employee will be required to submit to all background checks required for their position, and

**WHEREAS**, Director of Parks and Recreation Jessica Neglia advises the Township Committee that until results of the background check have been received, this employee will be supervised at all times.

**THEREFORE, BE IT RESOLVED** by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, Nick Zehnbauer that will be hired at Riegel Ridge Community Center as Front Desk Staff at the 2017/2018 rate of \$8.50 per/hr. contingent on favorable results of all required background checks, effective August 21, 2017.

**-RESOLUTION-** to hire Heather Swearer

**RESOLUTION**

Authorization to hire Heather Swearer as part time  
Front desk at Riegel Ridge Community Center

**WHEREAS**, the Township Committee of the Township of Holland is in need of front desk and child watch staff at the Riegel Ridge Community Center, and

**WHEREAS**, according to the Chief Financial Officer, there are sufficient funds available in the General Operations Municipal budget to pay for this employee, and

**WHEREAS**, this employee will be hired as an “at will” 12 month part-time employee, with a six months initial probationary period, starting as of the date of hire; and

**WHEREAS**, this employee will be required to wear a uniform prescribed by the Township, portions of which may be furnished by the Township and portions will be furnished by the employee; and

**WHEREAS**, this employee will report directly to the Director of Parks and Recreation, and

**WHEREAS**, a current copy of the Holland Township Employee Handbook will be made available to this employee for review and will be required to comply with all policies in the handbook, and

**WHEREAS**, this employee will be required to attend and pass all required training; and

**WHEREAS**, this employee will be required to submit to all background checks required for their position, and

**WHEREAS**, Director of Parks and Recreation Jessica Neglia advises the Township Committee that until results of the background check have been received, this employee will be supervised at all times.

**THEREFORE, BE IT RESOLVED** by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, that Heather Swearer will be hired at Riegel Ridge Community Center as Front Desk Staff and Child Watch Staff at the 2017/2018 rate of \$8.50 per/hr. contingent on favorable results of all required background checks, effective August 28, 2017.

**-RESOLUTION-** Suicide Prevention Awareness Month-requested by Freeholder Rob Walton

**RESOLUTION**

National Suicide Prevention Awareness Month

**WHEREAS**, suicide is a serious but preventable public health problem that can have lasting harmful effects on individuals, families, and communities; and

**WHEREAS**, nationally, suicide is the tenth leading cause of death overall and the second leading cause of death among Americans aged 10 to 34; and

**WHEREAS**, most recent data shows that in New Jersey there are 8.8 self-inflicted deaths per 100,000 people; and

**WHEREAS**, the best way to minimize risk of suicide is to learn about risk factors, recognize warning signs and take them seriously, and know how to respond to possibly save a life; and

**WHEREAS**, National Alliance on Mental Illness – Hunterdon Chapter (NAMI Hunterdon) is proud to partner with organizations like the Hunterdon County Department of Human Services, Division of Social Services and the Hunterdon County Mental Health Board to collaborate with other stakeholders, organizations and individuals to save lives; and

**WHEREAS**, local suicide prevention efforts including Hunterdon’s Stigma Free Task Force have been formed to raise awareness, eliminate stigma, promote suicide prevention as a public health issue and increase help-seeking behavior; and

**WHEREAS**, effective prevention strategies are needed to promote awareness of suicide while also promoting prevention, resilience, and a commitment to social change; and

**WHEREAS**, NAMI Hunterdon invite all residents of Hunterdon County to become educated about suicide and participate in National Suicide Prevention Awareness Month; and

**WHEREAS**, every Hunterdon County citizen can play a role in bringing mental illness out of the shadows, and every Hunterdon County resident deserves a chance to succeed and has a right to achieve his or her God-given purpose.

**NOW, THEREFORE, BE IT RESOLVED**, by the Holland Township Committee, County of Hunterdon in the state of New Jersey, that the Township Committee does hereby recognize **September 2017 as NATIONAL SUICIDE PREVENTION AWARENESS MONTH** throughout Holland Township and calls upon the citizens of this great township to observe this month with appropriate programs, activities and ceremonies, and to take the NAMI Stigma-free Pledge to take action, know the signs, reach out and know that there is help and hope.

**BUSINESS FROM TOWNSHIP ATTORNEY**

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

**EXECUTIVE SESSION-**

-Advice of Attorney-Park House Property Subdivision

**ADJOURN** at \_\_\_\_\_