

February 21, 2017

The Holland Township Committee met on the above date at the Holland Township Municipal Building, 61 Church Road, Milford, N.J. at 7:00 p.m.

Present at this meeting were: Mayor Daniel Bush, Deputy Mayor Ray Krov, Committeemen Thomas Scheibener, Robert Thurgarland and Scott Wilhelm. Also present was Attorney Richard Dieterly.

There being a quorum this meeting was called to order by Mayor Bush at 7:03 p.m. Mr. Bush asked that all electronic equipment be turned off or silenced.

**FLAG SALUTE**

Mayor Bush invited the audience to join the Committee in reciting the “Pledge of Allegiance”.

**OPEN PUBLIC MEETINGS STATEMENT**

Deputy Clerk Tigar announced publicly at the commencement of this meeting the following statement:

Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by the Township Clerk on **December 8, 2016** by:

1. Posting such notice on the bulletin board at the municipal building and the Holland Township website.
2. Mailing the same to the Hunterdon County Democrat and the Express-Times.

**APPROVAL OF MINUTES**

Mr. Krov moved and Mr. Wilhelm seconded the motion to approve the minutes of the February 7, 2017 Regular Meeting as amended.

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      |      |      | x       |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**APPROVAL OF BILLS AS SUBMITTED**

Mr. Scheibener moved and Mr. Krov seconded the motion to approve the bills as submitted:

| Check# | Vendor                    | Description                             | Payment         | Check Total     |
|--------|---------------------------|---|-----------------|-----------------|
| 22567  | ADT SECURITY SERVICES     | Holland Township Bethany Ridge Sec      | \$ 157.07       | \$ 157.07       |
| 22568  | CATHERINE M. MILLER       | 2017 New Jersey Registrar's Association | \$ 25.00        |                 |
|        |                           | NJ Registrars Association Membership    | \$ 75.00        | \$ 100.00       |
| 22569  | CLEMENS UNIFORM           | Mats for RRCC                           | \$ 81.00        |                 |
|        |                           | Mats for Municipal Bldg                 | \$ 35.25        | \$ 116.25       |
| 22570  | DAVIS BUSINESS MACHINES,  | Monthly Maintenance Fee IR-C33801       | \$ 343.92       | \$ 343.92       |
| 22571  | Daxko LLC                 | Computer Services - February 2017       | \$ 434.00       | \$ 434.00       |
| 22572  | DELAWARE VALLEY REG. HIGH | taxes March 2017                        | \$ 643,764.00   | \$ 643,764.00   |
| 22573  | ELIZABETH C. MCKENZIE     | PB Mill Rd Solar B2 L1.02 & B4 L1       | \$ 2,187.50     |                 |
|        |                           | Highlands Grant Modula 3-Park House     | \$ 393.75       | \$ 2,581.25     |
| 22574  | HOLLAND TOWNSHIP          | 2017 Sewer Bill due Mar 1 910 Milford   | \$ 4,500.01     | \$ 4,500.01     |
| 22575  | HOLLAND TOWNSHIP BOARD OF | Taxes March 2017                        | \$ 1,461,951.50 | \$ 1,461,951.50 |
| 22576  | JERSEY CENTRAL POWER & LI |   | \$ 1,408.15     |                 |
|        |                           |   | \$ 6.73         |                 |
|        |                           | Account 100 004 556 468 Consumption     | \$ 355.88       |                 |
|        |                           | Account 100 004 557 474 Street Light    | \$ 76.89        | \$ 1,847.65     |
| 22577  | JESSICA NEGLIA            | Photos for summer camp brochure         | \$ 199.00       | \$ 199.00       |
| 22578  | KEITH GROOGAN             | Karate - December 2016                  | \$ 328.25       | \$ 328.25       |
| 22579  | LAW OFFICE OF TODD BOLIG, | PB Mill Rd Solar B2 L1.02 & B4 L1       | \$ 990.00       | \$ 990.00       |
| 22580  | MAILFINANCE               | Lease 030817-060717 Lease #N1121186     | \$ 1,339.53     | \$ 1,339.53     |
| 22581  | MASER CONSULTING PA       | PB Mill Rd Solar B2 L1.02 & B4 L1       | \$ 6,608.75     | \$ 6,608.75     |
| 22582  | EDWARD HORSFALL           | Computer Services - Nov-see invoice     | \$ 600.00       | \$ 600.00       |
| 22583  | MEZZA LUNA PIZZA          | Arrest food for prisoner                | \$ 15.00        | \$ 15.00        |

February 21, 2017

|                          |                                   |                                     |    |              |    |              |
|--------------------------|-----------------------------------|-------------------------------------|----|--------------|----|--------------|
| 22584                    | Michael Joyce                     | Reimbursement for Miles 020117-0207 | \$ | 16.05        | \$ | 16.05        |
| 22585                    | NJ DEPT OF HEALTH & SENIOR        | Animal Population Control Fund      | \$ | 145.20       | \$ | 145.20       |
| 22586                    | DCRP/NJ DIV OF PENSION/BE         | Marie Mayer 010117-013117           | \$ | 42.89        | \$ | 42.89        |
| 22587                    | NJMVC                             | Police                              | \$ | 2.00         | \$ | 2.00         |
| 22588                    | OFFICE DEPOT, INC.                | Office/Cleaning Supplies            | \$ | 35.64        |    |              |
|                          |                                   | Office Supplies                     | \$ | 30.28        | \$ | 65.92        |
| 22589                    | PCM Sale Inc                      | Balance of invoice B01673840101     | \$ | 71.90        | \$ | 71.90        |
| 22590                    | R & L DATACENTERS, INC.           | Municipal Payroll                   | \$ | 1,548.88     | \$ | 1,548.88     |
| 22591                    | RICOH USA Inc                     | Copies - RRCC                       | \$ | 236.44       | \$ | 236.44       |
| 22592                    | SANICO, INC.                      | Monthly Billing February 1.5yd rl c | \$ | 51.38        |    |              |
|                          |                                   | Monthly Billing February 2YD cont 1 | \$ | 78.57        | \$ | 129.95       |
| 22593                    | SERVICE ELECTRIC CABLE TV         | Internet Powered by Pentele Data -  | \$ | 67.45        | \$ | 67.45        |
| 22594                    | STAPLES BUSINESS ADVANTAGE        | Office Supplies                     | \$ | 29.13        | \$ | 29.13        |
| 22595                    | STATEWIDE INSURANCE FUND          | 1st 2017 Installment                | \$ | 49,130.00    | \$ | 49,130.00    |
| 22596                    | THERESA VERDI                     | Cleaning RRCC                       | \$ | 400.00       | \$ | 400.00       |
| 22597                    | VERIZON                           | B&G 012617 - 022517                 | \$ | 86.46        |    |              |
|                          |                                   | Recycling 012617 - 022517           | \$ | 85.78        |    |              |
|                          |                                   | DPW 012617 - 022517                 | \$ | 247.90       |    |              |
|                          |                                   | PD 011617 - 022517                  | \$ | 591.89       |    |              |
|                          |                                   | MB 012617 - 022517                  | \$ | 899.11       | \$ | 1,911.14     |
| 22598                    | VERIZON WIRELESS                  | Cell Phones/Air Cards - January 201 | \$ | 791.14       | \$ | 791.14       |
| 22599                    | VITAL COMMUNICATIONS, INC         | 2017 MO IV Tax Master File          | \$ | 100.00       | \$ | 100.00       |
|                          |                                   |                                     | \$ | 2,180,564.27 | \$ | 2,180,564.27 |
| CURRENT FUND             | BUDGET AND APPROPRIATION RESERVES |                                     | \$ | 2,170,232.34 |    |              |
| GRANT FUND               | BUDGET AND APPROPRIATION RESERVES |                                     | \$ | 393.75       |    |              |
| SEWER FUND               | BUDGET AND APPROPRIATION RESERVES |                                     | \$ | 6.73         |    |              |
| ANIMAL CONTROL           | BUDGET AND APPROPRIATION RESERVES |                                     | \$ | 145.20       |    |              |
| ESCROW                   | ESCROW FUNDS                      |                                     |    | 9,786.25     |    |              |
| Checks issued 02-21-2017 |                                   |                                     |    |              |    | 2,180,564.27 |

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | X    |      |         |        |
| Robert Thurgarland     | X    |      |         |        |
| Thomas Scheibener      | X    |      |         |        |
| Ray Krov, Deputy Mayor | X    |      |         |        |
| Dan Bush, Mayor        | X    |      |         |        |

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**-RESOLUTION-** Authorizing Cancellation 2014 of Taxes

This resolution was tabled at the February 7, 2017 meeting. Mr. Krov was to speak with Tax Collector, Kay Winzenried for clarification. Mr. Krov reported this was a recommendation of the Auditors

Mr. Scheibener moved and Mr. Krov seconded the motion to adopt the following Resolution:

**RESOLUTION**  
Authorizing Cancellation 2014 of Taxes

**WHEREAS**, three properties in Holland Township owe small balances of taxes from 2014.

**BE IT RESOLVED**, the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey with the recommendation of the tax collector authorizes the Chief Financial Officer cancel the following amounts.

|          |               |       |
|----------|---------------|-------|
| Block 5  | Lot 13 Q 0044 | 68.34 |
| Block 21 | Lot 23        | 86.57 |

Block 22 Lot 59.02 Q0263 24.69

| Roll Vote              | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-ORDINANCE 2017-1**-Public Hearing/Final Adoption-**CAP BANK**-Exceeding the Municipal Budget Appropriation Limits and Establishing a Cap Bank  
 Mr. Krov moved and Mr. Scheibener seconded the motion to adopt Ordinance 2017-1 on Final Reading

**ORDINANCE 2017-1**  
**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.

**Public Hearing-**

Mayor Bush opened the Public Hearing and asked if there were any comments from the public. There being no comments from the public, the hearing was ordered closed

| Roll Vote          | Ayes | Nays | Abstain | Absent |
|--------------------|------|------|---------|--------|
| Scott Wilhelm      | x    |      |         |        |
| Robert Thurgarland | x    |      |         |        |

|                        |   |  |  |  |
|------------------------|---|--|--|--|
| Thomas Scheibener      | x |  |  |  |
| Ray Krov, Deputy Mayor | x |  |  |  |
| Dan Bush, Mayor        | x |  |  |  |

**LIAISON REPORTS**

**Wilhelm**

Impressed with the BOH meeting

**Thurgarland**

- Contacted Edmunds Software as well as Service Electric to upgrade
- Repairs at the DPW garage further information needed
- Parks Association parking area under the trail grant.
- Plans are to bring back Holland Happenings Newsletter to be mailed to residents

**Scheibener**

Parks & Recreation Bus planned events:

- Christmas Bus trip Dec 9th
- Spring Bus trip April 1<sup>st</sup>
- East Egg Hunt April 9<sup>th</sup>
- Battle of the Bands event October 7<sup>th</sup>

Parks Association Committee \$5,000 grant is specifically for parking and could be coordinated with the Environmental grant

Farmers Market will begin the first week in June

**Krov**

- Budget proposals received today
- Tax collectors & vacancies
- Lawn Care-quotes have been forwarded to Qualified Purchasing Agent
- Green Team is working on a Creative Arts Grant application and is on the agenda to be endorsed by the Committee

**Bush-**

- Mr. Bush and Mr. Thurgarland will meet with representatives of the Rescue Squad Budget on March 9<sup>th</sup> to discuss their budget, equipment maintenance and daily obligation of the squad
- Application through Open Space Grant Program for RRCC gym floor has been submitted
- Bid Specs for the stage grant prepared
- Storm Water Ordinance has been stopped because the Highlands will be offering a grant for that Ordinance
- Historic Preservation met with Michael Margulies at Cyphers Road in conjunction with solar project to look at the residence.

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**RESOLUTION**-Salary Resolution update-

Mr. Scheibener moved and Mr. Krov seconded the motion to adopt the following Resolution

**UPDATED RESOLUTION  
2017 SALARIES AND WAGES  
Update #2**

**WHEREAS**, the Holland Township Committee adopted the 2017 Salary resolution on December 20, 2016, and

**WHEREAS**, the Township Committee wishes to make additions/corrections (denoted with \*) in order to keep the Salary Resolution accurate and complete, and

**WHEREAS**, the Township Committee has chosen to categorize Township positions into two sections; where the positions in Section I are reviewed annually for salary adjustments while the positions in Section II are reviewed less frequently for salary adjustments;

**NOW THEREFORE BE IT RESOLVED**, by the Holland Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that the following **Updated** 2017 salaries and wages; which fall within the ranges established by Holland Township Ordinance 2015-1, adopted on final reading February 3, 2015, and as amended by Ordinance 2015-10, adopted on final reading November 4, 2015 and Ordinance 2015-11, adopted on final reading December 15, 2015 for the positions listed below; shall be as follows:

| <b>Position (Name)</b>   | <b><u>2017 Salary</u></b> |
|--|---------------------------|
| Township Committee (Bush)  | \$4,000.00                |
| Township Committee (Krov)  | \$4,000.00                |
| Township Committee (Thurgarland)   | \$4,000.00                |
| Township Committee (Scheibener)  | \$4,000.00                |
| Township Committee (Wilhelm)   | \$4,000.00                |
| Township Clerk (Miller)  | \$67,623.00               |
| Registrar (Miller)   | \$5,520.00                |
| Deputy Township Clerk (Tigar)  | \$23,335.00               |
| Deputy Registrar (Tiger)   | \$2,900.00                |
| Substitute Secretarial Help (Hammerstone)  | \$16.50                   |
| Substitute Secretarial Help (Kolonia)  | \$16.50                   |
| Chief Finance Officer (Pasqua)<br>(shared service agreement)   |                           |
| Finance Assistant/Bookkeeper (Stevens)   | \$19.38                   |
| Qualified Purchasing Agent (Hance)   | \$5,412.00                |
| Substitute Secretarial Help (Kozak)  | \$20.17                   |
| Animal Control Secretary (Colucci)   | \$18.57                   |
| Tax Collector (Ciarliello) (\$2,500 to Deputy TC)  | \$23,948.00               |
| Deputy Tax Collector (Kozak)   | \$2,550.00                |
| <br>   |                           |
| Sewer Rent Collector (Ciarliello)  | \$6,624.00                |
| Licensed Sewer Operator (Aller)  | \$6,273.00                |
| <br>   |                           |
| Tax Assessor (Trivigno)  | \$39,083.00               |
| <b>Planning Boards</b>   |                           |
| Planning Secretary ( Kozak)  | \$23.13                   |
| PERC Witness ( Davis), per hour  | \$19.00                   |
| PERC Witness ( Joyce), per hour  | \$19.00                   |
| <br>   |                           |
| <b>Zoning Board</b>  |                           |
| Zoning Secretary (Kozak)   | \$23.13                   |
| <br>   |                           |
| Zoning Officer (Creveling)   | \$8,323.00                |
| Development Regulations Officer(Creveling)   | \$4,162.00                |
| Municipal Housing Liaison (Kozak)  | \$1,250.00                |
| <br>   |                           |
| <b>POLICE</b>  |                           |
| Police Chief (Harris)  | \$111,599.00              |
| Police Secretary (Pursell)   | \$44,490.00               |
| Deputy Police Records Custodian (Pursell)  | \$1,748.00                |
| Emergency Management Secretary (Pursell)   | \$1,552.00                |
| <b>Per PBA Contract:</b>   |                           |
| Sergeant   | \$3,300.00                |
| Bent   | \$97,131.00               |
| Heilig   | \$97,131.00               |
| Hults  | \$97,131.00               |
| Gustsick   | \$97,131.00               |
| Davis  | \$52,000.00               |
| <br>   |                           |
| Part-Time Officers (Dulmer & Sadusky)  | \$19.51                   |
| <br>   |                           |
| <b>PUBLIC WORKS</b>  |                           |
| DPW Superintendent (Turdo)   | \$93,098.00               |
| <br>   |                           |
| <b>Per Teamster's Contract: (Information Only)</b><br>(Hourly rate changes on anniversary date)                |                           |
| Lippincott (2,080 hours @ \$32.48 per hour, doh 1/1/06 )   | \$67,558.40               |
| Mazur (2,080 hours @ \$33.29 per hour, doh 9/1/96)   | \$69,243.20               |
| Modica (2,080 hours @ \$32.48 per hour, doh 5/3/03)  | \$67,558.40               |
| Colaluce (2,080 hours @ \$24.00 per hour, doh 12/1/15)<br>(\$22 per hr to 11/30/17, \$24 per hr 12/1-12/31/17) | \$49,920.00               |
| Costley (2,080 hours @ \$22.00 per hour, doh 7/1/16)<br>(\$20 per hr to 6/30/17, \$22 per hr 7/1-12/31/17)     | \$45,760.00               |
| Holder (2,080 hours @ \$20.00 per hour, doh 1/2/17)  | \$41,600.00               |

**Part Time Snow Removal**

|           |         |
|-----------|---------|
| Croasdale | \$24.50 |
| Scott     | \$24.50 |

|  |         |
|--|---------|
| <b>Part Time Seasonal Employees Public Works</b> | \$12.75 |
|--|---------|

**Board Secretaries-per meeting attended**

|   |         |
|---|---------|
| Parks and Recreation Secretary (Kozak)            | \$90.00 |
| Board of Health Secretary (Hammerstone)           | \$90.00 |
| Environmental Commission Secretary (Kozak)        | \$90.00 |
| Historic Preservation Secretary (Kirby-McDonough) | \$90.00 |
| Agriculture Advisory (Sorge)                      | \$90.00 |

**Recycling**

|   |          |
|---|----------|
| Certified Recycling Coordinator (Turdo) | \$500.00 |
| Bellick                                 | \$9.86   |
| Patrey                                  | \$13.92  |
| Robbins                                 | \$9.63   |
| Trippeda                                | \$9.44   |

**Buildings and Grounds**

|   |             |
|---|-------------|
| Mayer   | \$42,575.00 |
| Mayer<br>(DPW Overtime Duties: 1.8 X contractual hourly of \$20.47) | \$36.85     |
| *Mayer<br>(Buildings and Grounds Overtime 1.5X hourly)              | \$30.70     |

|   |          |
|---|----------|
| *Cleaning Municipal Bldg. (Howarth), per week | \$162.86 |
|---|----------|

|                                 |            |
|---------------------------------|------------|
| <b>Prosecutor</b> (Farsiou)     | \$6,000.00 |
| <b>Public Defender</b> (Dunbar) | \$1,200.00 |

**Riegel Ridge Community Center**

|   |             |
|---|-------------|
| Director (Neglia)                       | \$55,474.00 |
| Member Services Rep. (Mayer, Marie)     | \$13.32     |
| Member Services Rep. (Pecchia, Melissa) | \$12.24     |
| Member Services Rep. (Ihling, Dianne)   | \$12.24     |

**Pool Supervisor**

|        |            |
|--------|------------|
| Neglia | \$7,429.00 |
|--------|------------|

**Front Desk Staff**

|                       |        |
|-----------------------|--------|
| Aquino, Nicholas      | \$8.84 |
| Burke, Karl           | \$8.67 |
| Cascio, Gabrielle     | \$8.67 |
| Cooley, Harry         | \$8.67 |
| Furmanek, Jennifer    | \$8.67 |
| Gilligan, Jameison    | \$8.84 |
| Kraynanski, John      | \$9.42 |
| Nugent, Elizabeth     | \$8.67 |
| Ocasio, Angelica      | \$8.67 |
| Rainey, Sybil         | \$8.50 |
| Smith, Cassidy        | \$8.84 |
| Tepper-Fazzari, Sarah | \$8.67 |
| *Tina Meixsell        | \$8.50 |

**Child Watch**

|                   |        |
|-------------------|--------|
| Nugent, Elizabeth | \$8.67 |
| Ocasio, Angelica  | \$8.67 |
| Rainey, Sybil     | \$8.50 |
| Smith, Cassidy    | \$8.67 |
| *Tina Meixsell    | \$8.50 |

**TODDLER TIME**

|                    |         |
|--------------------|---------|
| Mahoney, Sherilynn | \$17.06 |
| Rainey, Sybil      | \$16.00 |

**Group Exercise Instructors**

|   |         |
|---|---------|
| Cinquemani, Tiffany (per 60 minute class) | \$25.00 |
| Deckert, Shelli (per 30 minute class)     | \$17.06 |
| Deckert, Shelli (per 60 minute class)     | \$27.73 |
| Hatch, Gayle (per 30 minute class)        | \$17.06 |
| Hatch, Gayle (per 60 minute class)        | \$27.73 |
| Plasters, Lisa (per 60 minute class)      | \$27.73 |

**Yoga Instructors**

|                             |         |
|-----------------------------|---------|
| Bendix, Julianna (per hour) | \$26.01 |
| Campbell, Amber (per hour)  | \$25.50 |
| Fox, Andrea (per hour)      | \$25.50 |

**Certified Personal Trainers**

|                                  |         |
|----------------------------------|---------|
| Aquino, Nicholas (per session)   | \$30.60 |
| Hatch, Gayle (per session)       | \$32.47 |
| Mahoney, Sherilynn (per session) | \$32.47 |
| Neglia, Jessica (per session)    | \$32.47 |

**JOINT COURT**

*Per Agreement. (HT = 11% in 2016) To be determined.*

- Judge (Novak), pro-rated
- Court Administrator (Lingsch), pro-rated
- Violations Clerk, per hour, pro-rated
- Bench Log, per Court session, pro-rated
- Security, per Court session, pro-rated

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-Accepting the resignation** of retiring Tax Collector Kay Winzenried

Mr. Krov moved and Mr. Scheibener seconded the motion to accept, with regrets, the resignation of retiring Tax Collector Kay Winzenried, leaving a vacancy in the office of Tax and Sew rent Collector effective February 15, 2017

| Roll Call/Voice Vote   | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-Accepting the resignation** of Deputy Tax Collector

Mr. Krov moved and Mr. Scheibener seconded the motion to accept the resignation of Deputy Tax Collector Maria Elena Kozak effective February 15, 2017

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-Accepting the resignation** of Joint Municipal Judge

Mr. Scheibener moved and Mr. Krov seconded the motion to accept the resignation of Joint Municipal Court Judge Joseph Novak effective June 30, 2017

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-Discussion-**appointing a new temporary Tax Collector and new Deputy Tax-

Mr. Krov recommended hiring the Kingwood Tax Collector and her assistant as the Deputy Tax Collector to handle the Tax Collector duties

**-RESOLUTION-**Authorizing the appointment of Temporary Tax Collector Diane Laudenbach

Mr. Krov moved and Mr. Wilhelm seconded the motion to adopt the following Resolution:

**RESOLUTION**

Authorizing the Appointment of a Temporary Tax Collector

**WHEREAS, N.J.S.A. 40A:9-141** requires that municipalities appoint a Tax Collector; and

**WHEREAS,** the Township of Holland (the “Township”) has the need to appoint a Temporary Tax Collector due to the recent retirement of the duly appointed Tax Collector; and

**WHEREAS,** the Township Committee desires to appoint Diane Laudenbach, a Certified NJ Tax Collector, as Temporary Tax Collector, including overseeing the sewer rent collector, effective February 22, 2017 through December 31, 2017, to serve on a part-time basis; and

**WHEREAS,** the Township Committee and Diane Laudenbach agreed that she would work an average of twelve (12) hours per month on a schedule mutually agreed upon between her and the Township Committee Liaison; and

**WHEREAS,** the appointment of Diane Laudenbach shall terminate on December 31, 2017 unless otherwise shortened or extended by the Township Committee; and

**WHEREAS,** for the position of Temporary Tax Collector, Diane Laudenbach shall be paid an annual salary of \$7,200, pro-rated to the date of appointment; and

**WHEREAS,** Diane Laudenbach’s terms of employment will be in accordance with the Township’s Personnel Policies and Procedures Manual; and

**WHEREAS,** the Chief Financial Officer determined that there are sufficient funds available to pay for these services;

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

- 1) Diane Laudenbach is hereby appointed as Temporary Tax Collector effective February 22, 2017 through December 31, 2017.
- 2) Diane Laudenbach will be paid an annual salary of \$7,200 for the position of Temporary Tax Collector, pro-rated to the date of appointment.
- 3) The Township of Holland 2017 salary resolution is hereby updated in accordance with this resolution.
- 4) The Clerk is hereby directed to file a copy of this Resolution, as required, with the Director of the Division of Local Government Services.
- 5) This Resolution shall take effect immediately.

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**RESOLUTION**–Authorizing the appointment of a Deputy Tax Collector and Sewer Rent Collector Kris Boxwell

Mr. Krov moved and Mr. Wilhelm seconded the motion to adopt the following Resolution:

**RESOLUTION**

Authorizing the Appointment of a Deputy Tax Collector and Sewer Rent Collector



**WHEREAS**, the Township of Holland (the “Township”) has the need to appoint a Deputy Tax Collector due to the recent resignation of the duly appointed Deputy Tax Collector; and

**WHEREAS**, the Township has the need to appoint a Sewer Rent Collector due to the recent retirement of the duly appointed Sewer Rent Collector; and

**WHEREAS**, the Township Committee desires to appoint Kris Boxwell as the Deputy Tax Collector and Sewer Rent Collector, effective February 22, 2017 through December 31, 2017, to serve on a part-time basis; and

**WHEREAS**, the Township Committee and Kris Boxwell have agreed that she would work an average of thirty six (36) hours per month on a schedule mutually agreed upon between her and the Township Committee Liaison; and

**WHEREAS**, the appointment of Kris Boxwell shall terminate on December 31, 2017 unless otherwise shortened or extended by the Township Committee; and

**WHEREAS**, for the position of Deputy Tax Collector, Kris Boxwell shall be paid an annual salary of \$8,500, pro-rated to the date of appointment; and

**WHEREAS**, for the position of Sewer Rent Collector, Kris Boxwell shall be paid an annual salary of \$4,000, pro-rated to the date of appointment; and

**WHEREAS**, Kris Boxwell’s terms of employment will be in accordance with the Township’s Personnel Policies and Procedures Manual; and

**WHEREAS**, the Chief Financial Officer determined that there are sufficient funds available to pay for these services;

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

- 1) Kris Boxwell is hereby appointed as Deputy Tax Collector and Sewer Rent Collector effective February 22, 2017 through December 31, 2017.
- 2) Kris Boxwell will be paid an annual salary of \$8,500 for the position of Deputy Tax Collector and \$4,000 for the position of Sewer Rent Collector, pro-rated to the date of appointment.
- 3) The Township of Holland 2017 salary resolution is hereby updated in accordance with this resolution.
- 4) This Resolution shall take effect immediately.

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-Endorsement of the Mayor’s appointment**

Mr. Krov moved and Mr. Scheibener seconded the motion to approve the Mayor’s appointment of Val Sivilli as Resident Citizen Representative on the Holland Township Sustainable Jersey Green Team, term expires 12/31/2017

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-Approval to attend class:**

Mr. Scheibener moved and Mr. Krov seconded the motion to approve the following attendance:

**Municipal Clerk Cathy Miller and Deputy Municipal Clerk Melissa Tigar**

| Date                 | Host  | Subject   | Cost    |
|----------------------|---|---|---------|
| 3/8/2017<br>10am-3pm | Hunterdon County Clerks &<br>Hunt. County Bd of Elections | Statewide Voter Registration<br>System-Mary Melfi | no cost |

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-Approval to attend conference:**

Mr. Scheibener moved and Mr. Krov seconded the motion to approve the following attendance:

**Registrar Cathy Miller**

| Date     | Host                              | Subject                            | Cost                            |
|----------|-----------------------------------|------------------------------------|---------------------------------|
| 3/7/2017 | New Jersey Registrars Association | Spring Conference<br>Atlantic City | \$ 75 conference<br>\$ 91 hotel |

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-Approval to attend class:**

Mr. Thurgarland moved and Mr. Krov seconded the motion to approve the following attendance:

**COAH Liaison Maria Elena Kozak**

| Date      | Host                         | Subject                             | Cost     |
|-----------|------------------------------|-------------------------------------|----------|
| 4/27/2017 | Rutgers Continuing Education | Managing Data in Microsoft<br>Excel | \$126.00 |

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-RESOLUTION**—Authorization to hire 2017 seasonal part-time Summer Camp Staff at RRCC  
Mr. Scheibener moved and Mr. Wilhelm seconded the motion to adopt the following Resolution:

**RESOLUTION**

Authorization to hire the following 2017 seasonal part-time  
Summer Camp Staff at Riegel Ridge Community Center

**WHEREAS**, the Township Committee of the Township of Holland is in need of seasonal part-time Summer Camp 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**, these employees will be hired as “at will” seasonal part-time Summer Camp employees; and

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

**WHEREAS**, these employees may 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 these background checks have been received, these employees will be supervised at all times, and

**WHEREAS**, these salaries are based on the following Payroll Increase Schedule established June 19, 2012:

**Summer Camp Program Counselors and Instructors**

Payroll increase schedule approved June 19, 2012

| <b>Payroll increase schedule for Holland Township Summer Recreation Program</b> |                   |                   |                 |                       |
|---|-------------------|-------------------|-----------------|-----------------------|
| # of years employed at Summer Recreation Program                                | Salary (per hour) |                   |                 |                       |
|   | Senior Counselors | Junior Counselors | Head Counselors | Specialty Instructors |
| 1 <sup>st</sup> and 2 <sup>nd</sup> years                                       | \$ 9.00           | \$ 7.25           | \$ 10.00        | \$ 25.00              |
| 3 <sup>rd</sup> and 4 <sup>th</sup> years                                       | \$ 9.50           | \$ 7.75           | \$ 10.50        |                       |
| 5 <sup>th</sup> and 6 <sup>th</sup> years                                       | \$ 10.25          | \$ 8.25           | \$ 11.25        |                       |
| 7 <sup>th</sup> , 8 <sup>th</sup> and 9 <sup>th</sup> years                     | \$ 10.75          | \$ 8.75           | \$ 11.75        |                       |
| 10 <sup>th</sup> + years  | \$ 11.50          | \$ 9.00           | \$ 12.50        |                       |

**Nurse**

| Name           | Position | Salary  |
|----------------|----------|---------|
| Johanna Meeker | Nurse    | \$20.00 |

**Supervisors**

| Name           | Position             | Salary  |
|----------------|----------------------|---------|
| Robin Nugent   | Camp Director        | \$22.00 |
| Simeon Pecchia | Assistant Director   | \$15.00 |
| Simeon Pecchia | Specialty Instructor | \$25.00 |

**NOW, THEREFORE, BE IT RESOLVED** by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, the following people be hired as seasonal part-time Summer Camp Staff contingent on favorable results of all required background checks, effective February 22, 2017.

**BE IT FURTHER RESOLVED**, that the schedule of pay rates is in accordance with the Township Ordinance 2015-1.

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-RESOLUTION-** Emergency Temporary Budget-to be added to the Temporary Budget  
Mr. Krov moved and Mr. Scheibener seconded the motion to adopt the following Resolution:

**RESOLUTION**

Emergency Temporary Budget-to be added to the Temporary Budget

**WHEREAS**, an emergent condition has arisen in that the Township is expected to expend funds, enter in contracts, commitments or payments prior to the 2017 budget adoption for the aforesaid purposes, and

**WHEREAS**, no adequate provision has been made in the 2017 temporary budget for the aforesaid purposes, and

**WHEREAS**, N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary resolution for said purpose, and

**WHEREAS**, the total emergency temporary appropriation resolutions adopted in the year 2017 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$231,188.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1) Emergency temporary appropriations be and the same are hereby made in the amount of \$ 231,188.00 as follows:

| ACCOUNT              |   |                   |
|----------------------|---|-------------------|
| <u>NUMBER</u>        | <u>DESCRIPTION</u>                        | <u>Amount</u>     |
| 01-201-20-110-200    | MAYOR & COMMITTEE - OTHER EXPENSES        | 10,000.00         |
| 01-201-20-130-200    | FINANCE - OTHER EXPENSES                  | 15,000.00         |
| 01-201-20-165-200    | ENGINEERING – OTHER EXPENSES              | 5,000.00          |
| 01-201-20-150-010    | ASSESSMENT OF TAXES - SALARIES & WAGES    | 5,000.00          |
| 01-201-20-20-270-200 | INDUSTRIAL COMMISSION – OTHER EXPENSES    | (100.00)          |
| 01-201-21-180-200    | PLANNING BOARD – OTHER EXPENSES           | 5,000.00          |
| 01-201-23-220-200    | EMPLOYEE GROUP INSURANCE – OTHER EXPENSES | 30,000.00         |
| 01-201-25-275-010    | MUNICIPAL PROSECUTOR – SALARIES & WAGES   | 1,000.00          |
| 01-201-25-240-010    | POLICE - SALARIES & WAGES                 | 50,000.00         |
| 01-201-26-310-010    | BUILDINGS & GROUNDS - SALARIES & WAGES    | 20,000.00         |
| 01-201-26-304-022    | ENVIRONMENTAL COMMISSION – OTHER EXPENSES | (500.00)          |
| 01-201-26-290-010    | PUBLIC WORKS - SALARIES & WAGES           | 50,000.00         |
| 01-201-26-310-200    | BUILDINGS & GROUNDS - OTHER EXPENSES      | 20,000.00         |
| 01-201-36-471-200    | PUBLIC EMPLOYEES RETIREMENT SYSTEM        | 288.00            |
| 01-201-36-472-200    | SOCIAL SECURITY - OTHER EXPENSES          | 10,000.00         |
| 01-201-36-473-200    | DCRP - OTHER EXPENSES                     | 500.00            |
| 01-201-31-460-200    | GASOLINE & DIESEL - OTHER EXPENSES        | 10,000.00         |
|                      | <b>TOTAL</b>                              | <u>231,188.00</u> |

2. Said emergency temporary appropriation will be provided for in the 2017 budget

3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**-RESOLUTION-** Sustainable Jersey™ Grant Application for The Hunterdon Art Tour (THAT) Mr. Krov moved and Mr. Thurgarland seconded the motion to adopt the following Resolution:

**RESOLUTION**

Authorizing Holland Township Support of the Sustainable Jersey™ Grant Application for The Hunterdon Art Tour (THAT)

**WHEREAS**, Holland Township is participating in the Sustainable Jersey™ Program, is a Certified Municipality and established the Hunterdon Creative Team in September 2016, and

**WHEREAS**, The Hunterdon Art Tour (THAT) was formed in 2016 by a dedicated group of artists, art lovers and longtime Hunterdon County residents to support and administer an annual driving tour of artists’ studios within Hunterdon County, with a vision toward elevating the county’s cultural profile, and

**WHEREAS**, THAT hosted open community meetings and confirmed the support of local organizations (River Union Stage, ArtYard, Hunterdon Art Museum and Hunterdon County Cultural & Heritage Commission) to help build awareness of the artists’ studio tour, to engage potential participants and partners and to promote the 2017 tour, and

**WHEREAS**, THAT is working to secure funding for the 2018 tour to make progress toward its goals of becoming THE signature event to promote Hunterdon County as an arts destination; to build community among artists, arts and community organizations, schools and businesses; and to strengthen existing partnerships and forge new connections across 26 municipalities to recognize and celebrate Hunterdon County’s bountiful and diverse cultural assets, and

**WHEREAS**, the residents of Holland Township can benefit from its enthusiastic support of the arts by creating a cooperative climate (among the 26 municipalities in Hunterdon County) to further creative endeavors, welcome the current trends in the arts, provide a venue for artists to share their visions and bring the larger art world into our community, and

**WHEREAS**, one of the purposes of the Sustainable Jersey™ Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program, and

**WHEREAS**, The Hunterdon Art Tour (THAT), has expressed an interest in submitting a grant application to the Sustainable Jersey™ Small Grants Program for an award of \$20,000 in support of its 2018 Artists’ Studio Tour, which will fulfill the Sustainable Jersey™ Action “Utilizing Your Creative Assets” and provide a valuable contribution to Holland Township’s efforts to maintain and advance its Sustainable Jersey™ certification, a prestigious designation for municipal governments in New Jersey, and

**WHEREAS**, the Holland Township Committee has determined that Holland Township should apply for the aforementioned Grant in support of The Hunterdon Art Tour (THAT).

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey, that the Township Committee, authorizes the submission of the aforementioned Sustainable Jersey™ Grant.

| Roll Call Vote         | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

**Discussion possible adoption** of Resolution-Angioplasty Facilities-Dick will provide this if the Committee wants it.

The consensus was this should be tabled for the next meeting giving Attorney Cushing time to determine if this hospital is a non-profit and draft a Resolution for the Committee to consider

**BUSINESS FROM TOWNSHIP ATTORNEY**

Attorney Dieterly advised the Committee needs to discuss contract negotiations on Hoffman Farm in Executive Session

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

Ted Hardwick: Clarification on Taxes being cancelled

Michael Keady: Clarification on passing resolution on Sustainable NJ

**EXECUTIVE SESSION**

**-RESOLUTION**-to enter into Executive Session-

Mr. Krov moved and Mr. Scheibener seconded the motion to adopt the following Resolution at 7:40 p.m. noting no action will be taken when the Committee returns to Open Session.

**RESOLUTION**

Entering into Executive Session

**WHEREAS**, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Committee of the Township of Holland, that the public shall be excluded from discussion of the following matter(s):

- Contract negotiations on Hoffman Farm
- Attorney Advice

**BE IT FURTHER RESOLVED**, that Minutes will be kept on file in the Municipal Clerk’s Office, and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public. This Resolution will take effect immediately.

| Voice Vote             | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

The Committee returned to open session at 8:05 p.m.

**ADJOURN**

Mr. Krov moved and Mr. Scheibener seconded the motion to adjourn at 8:06 p.m.

| Voice Vote             | Ayes | Nays | Abstain | Absent |
|------------------------|------|------|---------|--------|
| Scott Wilhelm          | x    |      |         |        |
| Robert Thurgarland     | x    |      |         |        |
| Thomas Scheibener      | x    |      |         |        |
| Ray Krov, Deputy Mayor | x    |      |         |        |
| Dan Bush, Mayor        | x    |      |         |        |

Respectfully submitted,

Approved by,

---

Melissa S. Tigar  
Deputy Municipal Clerk

---

Dan Bush, Mayor  
Ray Krov, Deputy Mayor