

November 6, 2013
Wednesday

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 Anthony Roselle, Committeemen Kenneth Vogel, and Ray Krov. Committeeman Thomas Scheibener was absent. Also present was Attorney Tara St. Angelo filling in for Attorney Richard Cushing.

There being a quorum this meeting was called to order by Mayor Bush at 7:05 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

Clerk Miller 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 20, 2012 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.

ANNOUNCEMENT-

-Mayor Bush announced that the second November meeting of the Holland Township Committee has been re-scheduled for Tuesday November 26th at 7:00 p.m.

APPROVAL OF MINUTES

Mr. Vogel moved and Mr. Krov seconded the motion to approve the minutes of the October 15, 2013 Regular Meeting and Executive Session

Voice Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

APPROVAL OF BILLS AS SUBMITTED

Mr. Roselle moved and Mr. Krov seconded the motion to approve the bills as follows:

check number	Vendor	Description	Payment	Total Check
ESCROW FUNDS				
5701	MORROW & MORROW	Huntington	159.50	159.50
5702	MORROW & MORROW	Yowell B13	87.00	87.00
				246.50
CLEARING/CLAIMS				
14515	ALFONS MAYER	Mileage	49.50	49.50
14516	ALLEGRO ENTERPRISES, INC.	Water	21.75	21.75
14517	ALLIED OIL, LLC	Gasoline	568.12	568.12
14518	AMAZON.COM, LLC	Livescan Printer Cartridge	99.95	99.95
14519	AMERICAN LAWN ENFORCEMENT, LLC	Mowing/Leaf at Bethany Ridge	150.00	150.00
14520	AMERIGAS - CLINTON 7510	Gas-Municipal	864.11	
		Tank for Municipal	2,730.00	3,594.11
14521	AQUA NEW JERSEY	Water-Hydrants	578.16	
		Water-Hydrants	14.40	592.56
14522	ASSURE SHRED	Shred Day	450.00	450.00
14523	BAER AGGREGATES, INC.	Sand	259.21	259.21
14524	BILL KAPPUS PLUMBING & HEATING, LLC	Winterizing Bethany Ridge	1,828.00	1,828.00
14525	BRENT KEPHART	CPR Class	410.00	410.00
14526	BRIDGE STREET	Vehicle 15-11	486.88	
		Work on Sold Police Car	295.00	781.88
14527	CASTLE SEPTIC SERVICE CORP.	Toilet rental Windmill Classic	125.00	125.00

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14528	CATHERINE M. MILLER	Bethany Ridge	44.60	44.60
14529	Leonard A. LaGuardia	T-Shirts	499.70	
		Cheernastics T-Shirts	186.00	685.70
14530.	CERTIFIED CHEMICAL COMPANY	Paper Towels/Bags	207.86	
		paper towels/soap	602.66	810.52
14531.	CHRISTINE FRENCHU	Services From 4-30-2013 TO 10-4-201	885.00	885.00
14532.	CLEMENS UNIFORM	2013 Jackets & Shop Rags	123.00	
		2013 Jacket	124.00	
		Mat Service	80.00	327.00
14533	COLLEEN M. PURSELL	Trunk/Treat candy-2013	45.76	45.76
14534	COOPER ALARM SYSTEMS, INC.	Add Camera	395.00	395.00
14535	COOPER ELECTRIC SUPPLY COMPANY	Fluorescent Bulbs	67.50	67.50
14536	Department of Finance	4th Qrt County Tax for 2013	495,396.44	495,396.44
14537	Department of Finance	4th. Qrt 2013 Library Tax	49,587.84	49,587.84
14538	Department of Finance	4th Qrt 2013 Open Space Tax	47,615.23	47,615.23
14539	D.H. PRODUCTIONS	DJ for Pool Event	275.00	275.00
14540	DAVIS BUSINESS MACHINES, INC.	Copy Machine	177.39	177.39
14541	DEER CARCASS REMOVAL SERVICE, LLC	Deer Carcass Removal - September 20	348.00	348.00
14542	DELAWARE VALLEY REG. HIGH SCHOOL	School Tax/HS	644,684.18	644,684.18
14543	DELL MARKETING L.P.	Police Training Laptop	1,153.92	1,153.92
14544	DRAEGER SAFETY DIAGNOSTICS, INC.	Alcotest Certification	155.00	155.00
14545	EAGLE POINT GUN	Ammunition	730.71	730.71
14546	ED PEARCE	Bill for painting concession stand	2,500.00	2,500.00
14547	ELIZABETHTOWN GAS	Gas	408.61	408.61
14548	EUGENIA FRANZO	Zumba October & Classes Subbed	374.80	374.80
14549	EVA VELEZ	Yoga October 2013	614.80	614.80
14550	FEDERAL EXPRESS	Alcotest Shipping	39.25	39.25
14551	FINCH FUEL OIL CO, INC	Heating Oil/Diesel	1,227.52	
		Heating Oil/Diesel	1,386.31	2,613.83
14552	FOSTER AND CO., INC.	Glass Cleaner	53.73	53.73
14553	FOX BROTHERS ALARM SERVICES, INC.	Monitoring/Daily Testing	165.00	165.00
14554	GEBHARDT & KIEFER, P.C.	LEGAL WORK ON SEWER PROJECT	1,216.00	
		Legal Services	960.00	
		Legal Services	8,371.41	
		Legal Services for Bethany Ridge	3,099.59	13,647.00
14555	GOLDENBERG, MACKLER & SAYEGH, P.A.	Legal/Foreclosures	5,328.38	5,328.38
14556	GRAINGER	Supplies	197.38	197.38
14557	GRAPHIC EXPRESSIONS	DPW Sign	285.42	285.42
14558	H.J. OPDYKE LUMBER COMPANY, INC.	Concrete	28.10	
		Lolly Columns	219.12	247.22
		Parks & Rec Comm. Day and		
14559	HEATHER HIEL	Oktoberfest	77.01	77.01
14560	HOLLAND ELECTRIC, INC.	Outlet, Box, Wall plate, Cable Labor	515.86	515.86
14561	HOLLAND TOWNSHIP	Transfer unspent 2012 balance to De	45,248.40	45,248.40
	HOLLAND TOWNSHIP BOARD OF			
14562	EDUCATION	School Tax	1,410,789.17	1,410,789.17
	HOLLAND TOWNSHIP FREE PUBLIC			
14563	LIBRAR	State Aid	264.00	264.00
14564	HUNTERDON COUNTY DEMOCRAT	Newspaper Ad 8-22-2013	205.15	205.15
	HUNTERDON HUMANE ANIMAL SHELTER			
14565	INC	Animal Control	2,579.36	2,579.36
14566	HUNTERDON TECH SUPPORT, LLC	Tech Support/New Laptop	1,475.00	1,475.00
14567	J & J DETAILING	Detailing - Police Vehicles	440.00	440.00
14568	JERSEY CENTRAL POWER & LIGHT	Electricity	66.55	
		Electricity	8,753.61	8,820.16
14569	JESSICA NEGLIA	Constant Contact	35.00	
		Reimbursement for meals Trinexum Tr	84.28	
		Candy for Halloween Party	16.08	135.36
14570	JOHN D. HARRIS, JR.	CIT Conference	30.00	30.00
14571	KATO TECHNOLOGY SOLUTIONS, INC.	Computer Services	350.00	350.00
14572	MAGLIO ELECTRIC, LLC	Flag pole light-RRCC	299.79	299.79
14573	Richard A. Dean	Training Class - Harris & Gutsick	480.00	480.00
14574	MASER CONSULTING PA	Feasabilirt Study 5-5-13 PLANS	2,228.25	
		Design, Cad, Wetlands,Boundry	6,315.00	8,543.25
14575	EDWARD HORSFALL	Computer	325.00	325.00
14576	PHILLY PRETZEL FACTORY OF EASTON	Parks & Rec Oct 19 Oktoberfest	176.00	176.00
14577	MELANIE WORO	Zumba October 2013	148.00	148.00
14578	MORROW & MORROW, LLP	PB September 2013 billings	391.50	391.50
14579	MR. JOHN, INC.	Rest Rooms	507.78	507.78
14580	NATIONAL PEN COMPANY	2014 Jot-A-Note Weekly Planner	115.56	115.56
14581	NET VENTURES CORP.	Scanner	619.00	
		Monthly Fee/Credit Card Processing	434.00	1,053.00
14582	NJ DEPT OF HEALTH & SENIOR SERVICES	Monthly Dog License Report to the S	10.80	10.80
14583	NJ State League of Municipalities	ad for CMFO	110.00	110.00
14584	NJN PUBLISHING	Advertising	215.15	
		Advertising	274.62	489.77
14585	OFFICE DEPOT, INC.	Supplies	132.99	
		Supplies	68.03	201.02

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14586	ONE CALL CONCEPTS, INC.	October 2013 Markouts	7.98	7.98
14587	PASSAIC COUNTY POLICE ACADEMY	Training - Bigg	25.00	25.00
14588	PENTELEDATA	Data Service	119.90	119.90
14589	PERI ISMAIL	Overpayment of Dog License	3.00	3.00
14590	PILATES BY CORRINE, LLC	Pilates Classes October 2013	364.40	364.40
14591	POWERCO, INC.	Backhoe Teeth	105.60	
		Tractor Parts	39.69	145.29
14592	RACING NJ	Windmill Classic Timing	500.00	500.00
14593	RARITAN VALLEY DISPOSAL #865	30 Yard Garbage Dumpster	1,020.00	1,020.00
14594	RUTLER SCREEN PRINTING, INC.	CERT Shirts	848.62	848.62
14595	SANDY HOWELL	Parks & Rec Community Day Prizes 20	100.00	100.00
14596	SANICO, INC.	Garbage	487.98	487.98
14597	SARAH PARKER-GIVENS	Yoga October 2013	406.06	406.06
14598	SERVICE ELECTRIC TELEPHONE CO.	Telephone-RRCC	143.26	143.26
14599	SHAMMY SHINE CAR WASH, INC.	Car Wash	100.00	100.00
14600	SHERILYNN MAHONEY	Halloween Party Items	196.82	196.82
14601	SIMPLEX GRINNELL, LP	Fire Alarm	782.14	782.14
14602	SMITH MOTOR COMPANY, INC.	Muffler	428.47	428.47
14603	STAPLES BUSINESS ADVANTAGE	Staples	230.47	
		Office Supplies	176.75	
		Various Office Supplies	322.99	730.21
14604	STATE CHEMICAL MANUFACTURING CO.	Glass Cleaner	254.00	254.00
14605	STEM BROTHERS, INC.	Heating Oil	14.55	14.55
14606	STORR TRACTOR COMPANY	Tractor Maintenance	1,652.50	
		Switch-PTO	31.40	1,683.90
14607	STRYKER	Service at Bethany Ridge	329.00	329.00
14608	SUN LIFE AND HEALTH INSURANCE CO.	Life Insurance	102.40	102.40
14609	SUSAN M. BABER, CCR	PB Meeting October 14 2013 court re	225.00	225.00
14610	SYSCO METRO NY LLC	Snacks for Sale @ RRCC	302.80	302.80
14611	TREE KING, INC.	Tree Removal	4,075.00	4,075.00
14612	UNITED STATES POSTAL SERVICE	Forever Stamp Envelopes	533.60	533.60
14613	VALLEY AUTO SUPPLY	Filters, Lights, Towels	143.15	
		Speedy Dry & Battery	166.89	
		Exhaust Parts, Battery	195.78	505.82
14614	VIKING TERMITE & PEST CONTROL, INC.	Pest Service	344.00	344.00
14615	VITAL COMMUNICATIONS, INC.	MOD IV Tax Master Tap	100.00	100.00
14616	WARREN MATERIALS	I-5 Blacktop	5,622.99	5,622.99
14617	WARREN MATERIALS	Blacktop	5,975.38	5,975.38
14618	WARREN MATERIALS	I-5 Blacktop	687.52	
		I-5 Blacktop	2,074.08	2,761.60
14619	WILLIAM FABER	Mileage	75.35	75.35
				<u>2,791,885.75</u>
				<u>2,792,132.25</u>
CURRENT FUND	BUDGET AND APPROPRIATION RESERVES	120,708.66		
GRANT FUND	BUDGET AND APPROPRIATION RESERVES	1,818.00		
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES	7,472.57		
SEWER FUND	BUDGET AND APPROPRIATION RESERVES	80.95		
SEWER CAPITAL	BUDGET AND APPROPRIATION RESERVES	11,139.55		
ANIMAL CONTROL	BUDGET AND APPROPRIATION RESERVES	2,593.16		
ESCROW	ESCROW FUNDS	246.50		
TOTAL CHECKS ISSUED				<u>144,059.39</u>
Other disbursements				
County of Hunterdon				
	Taxes	495,396.44		
	Library Taxes	49,587.84		
	Open Space Taxes	47,615.23		
	Local School Taxes	1,410,789.17		
	Regional School Taxes	644,684.18		
				<u>2,648,072.86</u>
				<u>2,792,132.25</u>

Voice Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-DPW Truck-this issue was brought up and tabled at the October 15, 2013 meeting. Mayor Bush reported that a quote for a DPW truck had been received through State Contract.

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Mr. Roselle moved and Mr. Vogel seconded the motion to approve the purchase of the following from Ditschman/Flemington Ford of Flemington, NJ:

- 2014 Ford F550 Chassis Cab & Options
- State of New Jersey Contract A79113 T2789
- Total price \$77,916.00
- Truck will be white because yellow trucks will not be available until 2015 series vehicles are released

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

-DRAFT RESOLUTION-Updated Employee Handbook-Discussion and possible adoption.
Mr. Krov explained that during the comment period Mr. Bush had asked Mr. Krov to add two sections to the book before adoption. Both benefits were discussed and the following vote was taken

Amendment A-Benefits after Retirement

Mr. Roselle moved and Mr. Krov seconded the motion to amend the Draft Employee Handbook to include the following section, dealing with health coverage after retirement, before final approval:

Coverage After Retirement

For full-time employees hired on or before January 1, 2014.

The Township Committee values the service of its long term employees and believes that providing some insurance benefit continuing after retirement will assist the Township in retaining experienced employees, and thus be an advantage to the Township.

Retiring Employees may receive insurance benefits after retirement if their employment history with the township fits one of the following criteria.

1. *Employee retiring at age 62, but under age 65.*

The Township has the authority, under law and under uniform conditions which this governing body prescribes, to assume the cost of continuing such insurance coverage for any employee who is retired from employment with this Township in good standing at age 62 or over (but under 65) and has at the time of such retirement, at least 15 years of continuous employment with the Township. The premiums for the medical coverage (hospitalization, major medical, and prescription) will be paid as required by law. This coverage shall continue until the retired employee reaches age 65, or until his or her death if earlier, at which time it shall cease; and is contingent on the retired employee fulfilling any requirements of the insurance carrier relating to the carrier's providing such coverage.

2. *Employee retiring at 65, but under age 70.*

The Township has the authority, under N.J.S.A. 40A:10-23 and under uniform conditions which this governing body prescribes, to assume the cost of continuing such insurance coverage for any employee who is retired from employment with this Township in good standing at age 65 or over (but under 70) and has at the time of such retirement, at least 20 years of full-time continuous employment with the Township. The Township will pay the cost of his or her medical (hospitalization, major medical, and prescription) plan currently offered to employees as required by law, and pay 90% of the premium for the retired employee's qualified dependents.

This coverage shall continue until the retired employee reaches age 70, or until his or her death if earlier, at which time it shall cease; and is contingent on the retired employee fulfilling any requirements of the insurance carrier relating to the carrier's providing such coverage.

3. *Employee retiring at age 55, but under age 62.*

The Township has the authority, under N.J.S.A. 40A:10-23 and under uniform conditions which this governing body prescribes, to assume the cost of continuing such insurance coverage for any employee who is retired from employment with this Township in good standing at age 55 or over (but under 65) and has at the time of such retirement, at least 25 years of full-time continuous employment with the Township. The Township will pay the cost of his or her medical (hospitalization, major medical, and prescription) plan currently offered to employees as required by law, and pay 90% of the premium for the retired employee's qualified dependents. This coverage shall continue for a maximum of 5 years, or until his or her death if earlier, at which time it shall cease; and is contingent on the retired employee fulfilling any requirements of the insurance carrier relating to the carrier's providing such coverage.

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Suggest changing language in each category to indicate that employees will contribute to the cost of the health benefits pursuant to Chapter 78, P.L. 2011.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel		x		
Dan Bush, Mayor	x			

Amendment B-Fitness Center

Mr. Roselle moved and Mr. Krov seconded the motion to amend the Draft Employee Handbook to include the following section, dealing with reduced Fitness Center Rates for Holland Township Full-time Employees, before final approval:

- I. Proposed change to provide full-time employees with a reduced rate at the Riegel Ridge Fitness Center:

Use of the Riegel Ridge Fitness Center

Use of the Riegel Ridge Fitness Center by full-time employees, members of the Holland Township Volunteer Fire Company, and the Milford Holland Rescue Squad

The Holland Township Committee is aware of the need for full-time employees, members of the Holland Township Volunteer Fire Company, and the Milford Holland Rescue Squad to be physically fit. To encourage fitness, the Township offers membership at the Riegel Ridge Fitness Center to full-time employees, eligible members of the Holland Township Volunteer Fire Company, and Milford Holland Rescue Squad at a reduced rate as follows:

- 1. Rate reduction is 50% of the current annual single membership fee for that particular employee or volunteer;*
- 2. If that employee or volunteer chooses to purchase a “Family” or “Couple” membership, that rate will be reduced by 50% of the current annual single membership fee for that particular employee or volunteer;*
- 3. Each employee or volunteer is required to maintain a minimum attendance of a least 6 visits per month;*
- 4. Eligibility will be determined by the Township, Fire Company, or Rescue Squad; and*
- 5. Each eligible employee or volunteer will present a Riegel Ridge Fitness Center Reduced Rate Eligibility Form at the time of registration and at each annual membership renewal. This form must be signed by the Township Clerk, Fire Company Chief, or Rescue Squad President as applicable. (A copy of this form is included in this manual).*

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel		x		
Dan Bush, Mayor	x			

-RESOLUTION-Approval of the updated Employee Handbook effective January 1, 2014.

Mr. Roselle moved and Mr. Krov seconded the motion to adopt the following Resolution approving the 2014 Updated Employee Handbook including the above two:

RESOLUTION

To Adopt the Updated Holland Township Employee Handbook

WHEREAS, the Holland Township Committee has determined it is necessary to update the Holland Township Employee Handbook.

NOW THEREFOR BE IT RESOLVED, that the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey does hereby adopt the Holland Township Employee Handbook that will become effective on **January 1, 2014**.

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BE IT FURTHER RESOLVED, that the Municipal Clerk is directed to distribute a copy of this Employee Handbook to all full-time employees and all employees working in the Municipal Building.

BE IT FURTHER RESOLVED, that a copy of this Employee handbook be sent to the Riegel Ridge Community Center, the Riegel Ridge Pool and to the Pool Supervisor for all part time hourly and seasonal employees to review.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel		x		
Dan Bush, Mayor	x			

LIAISON REPORTS

-Krov-

- Kate Buttolph from the Hunterdon Land Trust is preparing an application to submit to Green Acres for funding to preserve the foreclosed properties on the Bluffs.
- Recycling rules/hours flier for December mailing will be discussed at the November 26th meeting giving Mr. Krov and Mr. Scheibener time to obtain cost and tonnage figures for the current Wednesday hours. Mr. Krov will draft of flier that will be sent to Clerk Miller for dissemination.
- 84% of the towns wide reassessment has been completed

-Vogel-

- Elizabethtown Gas replacement of dated lines
- Street Lights-Mr. Vogel will work with the Police Department to identify the lights that will be taken out in Phase II. Three crucial lights are burned out, Mr. Vogel will get those pole numbers and notify JCP & L.

-Roselle-

- CERT drill is scheduled for November 22 at Riegel Ridge Community Center
- Buildings & Grounds heat at Library was repaired

-Bush

- Review process of all employees is compete-discussion of possible changes in staffing to be decided prior to re-organization on January 1, 2014:
 - Increase Deputy Clerk and Zoning hours
 - Possibly removing dog licensing out of Clerk’s office
 - Combine two positions Dep. Clerk and Zoning keeping it part time
 - Advertising for part time CFO position as current contract will expire 12/31/2013

Consolidating Police Department with neighboring Departments
State Police has informed the Township that they will not give any more coverage than currently

Outsourcing maintenance of lawns

How will we progress with Riegel Ridge Community Center-will services increase or remain the same

- Renaming Bethany Ridge-(i.e. Holland Park at RRCC or Holland Township Park) Mayor Bush asked the Committee to think about possible names for the entire property
- Some residents would like to form a fundraising group possibly called Friends of Holland Township that would fundraise for Riegel Ridge and Bethany Ridge.

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NEW BUSINESS FROM TOWNSHIP COMMITTEE

-Approval of proposed 2014 Township Committee meeting Schedule
Mr. Roselle moved and Mr. Krov seconded the motion to approve the following:

2014 Holland Township Committee Regular Meeting Schedule

(Meetings will be held at the municipal building beginning at 7:00 p.m.)

January 1-Re-organization (Wed 10:00 am) and Jan 21	July 1 and 15
February 4 and 18	August 5 and 19
March 4 and 18	September 2 and 16
April 1 and 15	October 7 and 21
May 6 and 20	November 5 (Wed.) and 18
June 4 (Wed.) and 17	December 2 and 16

Voice Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

-RESOLUTION-Approving an extension to the 2013 Municipal Alliance Grant
Mr. Krov moved and Mr. Roselle seconded the motion to adopt the following Resolution:

RESOLUTION

Fiscal Grant Extension January 1, 2014 to June 30, 2014

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, the Township of Holland, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Township of Holland, further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township of Holland was approved for a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal year rather than calendar year cycle; and

WHEREAS, funding has been made available to the Delaware Valley Municipal Alliance in the amount of
50% of its approved 2013 grant total for the six-month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash Match and 75% In-Kind Match grant requirement for the extension funding.

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey that:

1. The Holland Township Committee does hereby support the submission of an application for the Delaware Valley Municipal Alliance grant for calendar year 2013 in the amount of \$9,200.
2. The Holland Township Committee acknowledges the terms and conditions for the Municipal Alliance grant.

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Voice Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

-RESOLUTION-Authorizing Mayor and Municipal Clerk to sign “Permission to Survey” for Township owned property on Bellis Road.

Mr. Vogel moved and Mr. Roselle seconded the motion to adopt the following Resolution:

RESOLUTION

Authorizing the Mayor and Municipal Clerk to sign a “Permission to Survey” giving Elizabethtown Gas permission to enter and cross Township owned property

WHEREAS, Elizabethtown Gas Company (ETG) is preparing to replace a section of their pipeline located within their existing easement located on Township owned property known as Block 1 Lot 5, and

WHEREAS, Eagle Land Services, Inc. has indicated that this permission is requested as their survey contactor and project engineers will need to cross property in order to survey the new alignment areas.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey that the Mayor and Municipal Clerk are authorized to sign a “Permission to Survey” giving Elizabethtown Gas permission to enter and cross Township owned property located at Block 1 Lot 5.

Voice Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

-RESOLUTION-(From Engineer William Burr)-Bellis Road Grant
Mr. Vogel moved and Mr. Roselle seconded the motion to adopt the following Resolution:

RESOLUTION

Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Bellis Road Phase I Project.

BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon, in the State of New Jersey, that they formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED, that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2014-Holland Township – 00629 to the New Jersey Department of Transportation on behalf of Holland Township.

BE IT FINALLY RESOLVED, that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of Holland Township and that their signature constitutes acceptance of the terms and conditions of the grant application and approves the execution of the grant agreement.

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Voice Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

NEW BUSINESS REGARDING BETHANY RIDGE

-ORDINANCE–2013-12-Introduction/First Reading conveying 20% of one Bethany Ridge lot to Hunterdon Land Trust and conveying it back to the Township.

Mr. Vogel moved and Mr. Roselle seconded the motion to adopt ORDINANCE 2013-12 on first reading and setting the second reading and public hearing set for December 17, 2013

ORDINANCE 2013-12

AN ORDINANCE AUTHORIZING THE CONVEYANCE OF A TWENTY PERCENT INTEREST AS TENANT IN COMMON IN REAL PROPERTY KNOWN AS BLOCK 6, LOT 1.03, TO HUNTERDON LAND TRUST AND THE RE-ACQUISITION OF SUCH TWENTY PERCENT INTEREST BY THIS TOWNSHIP FROM HUNTERDON LAND TRUST, FACILITATING THE COMPLETION OF A GRANT FROM THE COUNTY OF HUNTERDON

WHEREAS, this Township has been awarded a grant from the County of Hunterdon to be applied toward the acquisition cost of real property in the Township known as Block 6, Lot 1.03 [the “Property”], formerly owned by the Diocese of Metuchen; and

WHEREAS, such grant, pursuant to an application previously made by this Township, has now been approved by the County under its Cooperative Open Space Acquisition Assistance Program, a Program which involves a municipality cooperating in open space acquisition with a qualified non-profit organization engaged in land preservation; and

WHEREAS, Hunterdon Land Trust is a non-profit corporation, qualified for tax exemption under I.R.C. §501 (c) (3) and qualified to be conveyed property under N. J. S.A. 40A:12-21, engaged in land preservation and whose purposes as stated in its bylaws include education; and this Township has worked with and received assistance in its acquisition of the Property from Hunterdon Land Trust; and

WHEREAS, the procedures of the County’s Cooperative Open Space Acquisition Assistance Program require that the participating non-profit organization have held an ownership interest in the property being assisted; and

WHEREAS, State law, including N. J. S. A. 40:12-21 (k) and N.J.S.A. 40:12-15.10, authorizes this Township to make the conveyance of an ownership interest stated below in this Ordinance and to re-acquire such interest; and such transactions will enable the Township to receive the grant monies awarded pursuant to the aforesaid County Program;

BE IT ORDAINED, by the Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, as follows:

SECTION ONE: This Township is hereby authorized to convey to Hunterdon Land Trust, a New Jersey non-profit corporation, an undivided twenty percent (20%) interest as tenant in common with this Township in and to the Property (known as Lot 1.03 in Block 6 on the Tax Map of this Township); said conveyance to be made pursuant to a contract entered between Hunterdon Land Trust and this Township, and upon terms and conditions required by N.J.S.A. 40A:12-21 and upon condition that Hunterdon Land Trust reconvey said interest to this Township as required by said contract. The said transactions are to be made for no monetary consideration, but made by this Township to Hunterdon Land Trust in consideration of the assistance given this Township in initially acquiring the Property and in obtaining the above-mentioned grant.

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- SECTION TWO:** This Township is also hereby authorized to re-acquire said twenty percent (20%) interest in the Property from Hunterdon Land Trust, said interest to be of the same quality of title as that conveyed by the Township to Hunterdon Land Trust.
- SECTION THREE:** The Mayor, Clerk, and Chief Financial Officer, and other proper officials of this Township are hereby authorized to take all actions necessary and proper to consummate the foregoing transactions; and all actions heretofore taken by said officials of this Township in pursuance of said transactions are hereby ratified, confirmed and approved.
- SECTION FOUR:** The period of usefulness of the acquisition of real property as defined by N.J.S.A. 40A:2-22, is at least 5 years. Since there is no monetary consideration involved in these transactions there is no amendment to be made to the Township’s capital budget.
- SECTION FIVE:** The gross debt of the Township of Holland, as defined by N.J.S.A. 40A:2-43 will not be increased by this ordinance.

BE IT FURTHER ORDAINED by said Township Committee that this Ordinance shall take effect immediately upon its publication, following final adoption, as provided by law.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

-ORDINANCE–2013-13-Introduction/First Reading-Dealing with properties received thru the 2013 In-Rem foreclosure process
Mr. Krov moved and Mr. Vogel seconded the motion to adopt ORDINANCE 2013-13 on first reading and setting the second reading and public hearing set for December 17, 2013

ORDINANCE 2013-13
AN ORDINANCE OF THE TOWNSHIP OF HOLLAND AUTHORIZING THE SALE OF CERTAIN LANDS IN THE TOWNSHIP OF HOLLAND IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:12-13 (a) AND (b); AND N.J.S.A. 40a:12-13.4

- WHEREAS**, the Township of Holland is the owner of Block 6, Lot 66; Block 22, Lot 65; Block 22, Lot 90; Block 24, Lot 8; and Block 24, Lot 9; and
- WHEREAS**, the Mayor and Township Committee has determined that the aforementioned properties are not needed for municipal purposes; and
- WHEREAS**, it is the desire of the Mayor and Township Committee to convey Block 6, Lot 66 to the County of Hunterdon for nominal consideration in accordance with N.J.S.A. 40A:12-13.4; and
- WHEREAS**, the State of New Jersey owns property contiguous to Block 22, Lot 65; Block 22, Lot 90; Block 24, Lot 8; and Block 24, Lot 9; and
- WHEREAS**, in accordance with N.J.S.A. 40A:12-13(b)(1), it is the desire of the Mayor and Township Committee to convey Lot 66; Block 22, Lot 65; Block 22, Lot 90; Block 24, Lot 8; and Block 24, Lot 9 to the State of New Jersey for consideration not less than the fair market value to be determined by the Tax Assessor or an appraisal submitted by the State of New Jersey.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that:

SECTION 1. That the governing body does hereby authorize the Tax Assessor to determine the fair market value of Block 6, Lot 66; Block 22, Lot 65; Block 22, Lot 90; Block 24, Lot 8; and Block 24, Lot 9.

SECTION 2. That the governing body does hereby authorize the Township of Holland to convey, for consideration, which may be nominal, Block 6, Lot 66 to the County of Hunterdon. The conveyance is to be made subject to the limitation that the County of Hunterdon will use the property only for public purposes in accordance with N.J.S.A. 40A:12-13.4. If the property is not used in accordance with this limitation, the title thereto shall revert to the Township of Holland, in accordance with N.J.S.A. 40A:12-13.4, without any entry or reentry made thereon on behalf of the Township.

SECTION 3. That the Mayor and Township Clerk are hereby authorized to execute any and all documents to transfer title to Block 6, Lot 66 by Quitclaim Deed to the County of Hunterdon. The County of Hunterdon shall be responsible for the payment of the Township’s costs in conveying said properties.

SECTION 4. That, in accordance with N.J.S.A. 40A:12-13(b)(1), the governing body does hereby authorize a member of the governing body to contact a representative of the State of New Jersey regarding purchase of Block 22, Lot 65; Block 22, Lot 90; Block 24, Lot 8; and Block 24, Lot 9.

SECTION 5. That, in accordance with the requirements of N.J.S.A. 40A:12-13(b)(1), the governing body does hereby authorize the sale of Block 22, Lot 65; Block 22, Lot 90; Block 24, Lot 8; and Block 24, Lot 9, to the State of New Jersey for amounts no less than the fair market values as determined by the Tax Assessor or an appraisal submitted by the State of New Jersey.

SECTION 6. That the Mayor and Township Clerk are hereby authorized to execute any and all documents to transfer title to said properties (Block 22, Lot 65; Block 22, Lot 90; Block 24, Lot 8; and Block 24, Lot 9) by Quitclaim Deeds to the State of New Jersey for amounts no less than the fair market values or those stated in appraisals submitted by the State of New Jersey as determined by the Tax Assessor. The State of New Jersey shall be responsible for the payment of the Township’s costs in conveying said properties as permitted under the rules and regulations of the Green Acres Program. A requirement of the transfer of the property is that it be consolidated with the adjoining property owned by the State of New Jersey.

SECTION 7. That, if the State of New Jersey or the County of Hunterdon are not interested in purchasing the aforementioned properties, the governing body does hereby authorize such property to be sold at public sale by way of auction to the highest bidder in accordance with N.J.S.A. 40A:12-13(a)

SECTION 8. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

BE IT FURTHER ORDAINED, that this Ordinance shall take effect immediately after publication following final passage in accordance with law.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

-ORDINANCE–2013-14 -Introduction/First Reading Property Owners
Mr. Vogel moved and Mr. Roselle seconded the motion to adopt ORDINANCE 2013-14 on first reading and setting the Second Reading and Public Hearing set for December 17, 2013

ORDINANCE 2013-14
AN ORDINANCE OF THE TOWNSHIP OF HOLLAND AUTHORIZING THE
SALE OF CERTAIN LANDS IN THE TOWNSHIP OF
HOLLAND IN ACCORDANCE WITH THE PROVISIONS OF
N.J.S.A. 40A:12-13(b) AND N.J.S.A. 40A:12-13.2

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WHEREAS, the Township of Holland is the owner of Block 3, Lot 75; Block 3, Lot 76; Block 3, Lot 77; Block 15, Lot 20; and Block 25, Lot 113, which are an undersized lots under the current ordinances of the Township; and

WHEREAS, it is the desire of the Mayor and Township Committee to sell said properties for not less than the fair market value, to be determined by the Tax Assessor; and

WHEREAS, pursuant to N.J.S.A. 40A:12-13(b)(2), the Township is authorized to sell real property, not needed for public use, at private sale to a person submitting a bid pursuant to N.J.S.A. 40A:12-13(a); and

WHEREAS, N.J.S.A. 40A:12-13.2 requires the Township to first offer said property to the adjoining property owners for purchase; and

WHEREAS, N.J.S.A. 40A:12-13(b)(5) provides that when there is more than one property owner with real property contiguous thereto, said property shall be sold to the highest bidder from all such owners, with the sale price being not less than the fair market value; and

WHEREAS, N.J.S.A. 40A:12-13(b)(5) provides for the authorization of said purchase of property by ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that:

SECTION 1. That, in accordance with the requirements of N.J.S.A. 40A:12-13.2, the governing body does hereby authorize the Tax Assessor to determine the fair market value of Block 3, Lot 75; Block 3, Lot 76; Block 3, Lot 77; Block 15, Lot 20; and Block 25, Lot 113.

SECTION 2. That, in accordance with the requirements of N.J.S.A. 40A:12-13.2, the governing body does hereby authorize the Tax Assessor to send letters to the adjoining property owners of Block 3, Lot 75; Block 3, Lot 76; Block 3, Lot 77; Block 15, Lot 20; and Block 25, Lot 113 asking if they are interested in purchasing the adjoining properties or, in the case where a property has more than one adjoining property owner, interested in placing a bid to purchase such property.

SECTION 3. That, in accordance with the requirements of N.J.S.A. 40A:12-13(b)(5), the governing body does hereby authorize the sale of Block 3, Lot 75; Block 3, Lot 76; Block 3, Lot 77; Block 15, Lot 20; and Block 25, Lot 113, to the adjoining property owners (or highest bidder where applicable) for amounts no less than the fair market values as determined by the Tax Assessor.

SECTION 4. That the Mayor and Township Clerk are hereby authorized to execute any and all documents to transfer title to said properties (Block 3, Lot 75; Block 3, Lot 76; Block 3, Lot 77; Block 15, Lot 20; and Block 25, Lot 113) by Quitclaim Deeds to the adjoining property owners (or highest bidder where applicable) for amounts no less than the fair market values as determined by the Tax Assessor. The purchasers shall be responsible for the payment of the Township's costs in conveying said properties. A requirement of the transfer of the property is that it be consolidated with the adjoining property owned by the purchaser.

SECTION 5. That, if the adjoining property owners are not interested in purchasing the aforementioned properties for amounts not less than the fair market values, the governing body does hereby authorize such property to be sold at public sale by way of auction to the highest bidder in accordance with N.J.S.A. 40A:12-13(a)

SECTION 6. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

BE IT FURTHER ORDAINED, that this Ordinance shall take effect immediately after publication following final passage in accordance with law.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

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-RESOLUTION-Approval of Phase I on Block 6 Lot 1.34
Mr. Vogel moved and Mr. Roselle seconded the motion to adopt the following Resolution:

RESOLUTION

Approving the Results of the Phase I Environmental Site Assessment Report submitted by Quest Environmental Services, Inc. and authorizing the CFO to issue payment

WHEREAS, at their September 3, 2013 meeting the Holland Township Committee appointed Quest Environmental & Engineering Services, Inc. to perform a Phase I Environmental Site Assessment Report for Block 6 Lot 1.34 in Holland Township, and

WHEREAS, immediately following the vote a contract between the Township of Holland and Quest Environmental & Engineering Services, Inc. was endorsed stating the cost for a four week turnaround time would be \$2,250.00, and

WHEREAS, on September 9, 2013 a Site Access Agreement was signed between the Diocese of Metuchen, the Township of Holland (prospective purchaser) and Quest Environmental & Engineering Services, Inc. granting Quest permission to enter the property in order to perform a Phase I Environmental Report.

WHEREAS, on October 2, 2013 Quest Environmental & Engineering Services submitted a Phase I Environmental Site Assessment Report for Block 6 Lot 1.34 to the Township of Holland.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Holland County of Hunterdon, State of New Jersey, that the Phase I Environmental Site Assessment Report for Block 6 Lot 1.34 is accepted and approved.

BE IT FURTHER RESOLVED, the Chief Financial Officer is authorized to pay Quest Environmental Services, Inc. the contracted amount of \$2,250.00.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

BUSINESS FROM TOWNSHIP ATTORNEY

-LORCO-update-signed release received—Pay it
Mr. Vogel moved and Mr. Roselle seconded the motion to pay the bill received from LORCO in the amount of \$6,324.00 for decontamination of used motor oil.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

-Amendment to Land Use Ordinance concerning certified list of Property Owners
Attorney St. Angelo will prepare a list of recommendations to amend *Chapter 100 Land Use Part 2 Article XX 100-144 Certified list of owners.*

-Off road biking at Shire Rd., Attorney Dieterly wrote email to group requesting a proposal.

-Hunting Bethany Ridge Property-Draft Agreement received/Hunting signs for Bethany
Mr. Vogel moved and Mr. Roselle seconded the motion to approve the contract with Farmer’s Sportsman Club to hunt the Bethany Ridge Property until the end of 2013 noting that signs must be posted in the form approved by the Township.

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Roll Call Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

MEETING OPEN TO PUBLIC

After hearing comments from the public, the public portion of the meeting was ordered closed

EXECUTIVE SESSION

-RESOLUTION-to enter into Executive Session

Mr. Vogel moved and Mr. Roselle seconded the motion to adopt the following Resolution at 8:17 pm noting no action will be taken

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-Sprint Cell Tower, Planning Board Escrow

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.

The Committee returned to open Session at 8:35 pm

ADJOURN

Mr. Vogel moved and Mr. Krov seconded the motion to adjourn at 8:35 pm

Voice Vote	Ayes	Nays	Abstain	Absent
Ray Krov	x			
Anthony Roselle, Deputy Mayor	x			
Thomas Scheibener				x
Kenneth Vogel	x			
Dan Bush, Mayor	x			

Respectfully submitted,

Approved by,

Catherine M. Miller, RMC
Municipal Clerk

Daniel T. Bush, Mayor
Anthony Roselle, Deputy Mayor