

December 3, 2013

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 7:00 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.

**APPROVAL OF BILL PREVIOUSLY CONSIDERED BUT HELD FOR MORE INFORMATION**

Mr. Roselle moved and Mr. Krov seconded the motion to approve the following bill that was previously considered and tabled for more information

Check#	Vendor	Description	Payment	Check
<b>CLEARING ACCOUNT</b>				
14679	STRYKER	Replacement of Municipal HVAC System	31,987.00	
		Labor at Bethany Ridge heaters	188.00	32,175.00

<b>Roll Call Vote</b>	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. Vogel moved and Mr. Roselle seconded the motion to approve the following bills as submitted:

Check#	Vendor	Description	Payment	Check
<b>CLEARING ACCOUNT</b>				
14691	A.B.E. PARKING LOT STRIPING CO.	Sweeping Station #1	153.00	153.00
14692	ALAN J. TURDO	NJ League Expenses	338.74	338.74
14693	ALLEGRO ENTERPRISES, INC.	Water	27.25	27.25
14694	AQUA NEW JERSEY	Water-Hydrants	274.27	
		Water-Hydrants	14.40	288.67
14695	Alexandria Township	SHARE OF EXPENSES-HOTEL	330.27	330.27
14696	CHAMPION TIRE	Backhoe Tire	262.95	262.95
14697	DUTCH MILL MARKET	CERT Shelter Exercise	46.79	46.79
14698	ELIZABETHTOWN GAS	Gas	891.53	891.53
14699	FOSTER AND CO., INC.	Various Supplies	150.34	150.34
14700	AW DIRECT	Backhoe Strobes	440.34	440.34
14701	GRAINGER	Backhoe Strobe Lights	624.12	624.12
14702	HOLLAND TWP VOLUNTEER FIRE COMPANY	Donation	17,500.00	17,500.00
14703	INTERNATIONAL SALT COMPANY, LLC	2013 Salt	1,163.03	1,163.03
14704	JERSEY CENTRAL POWER & LIGHT	Electricity	246.53	
		Electricity	5,660.34	5,906.87
14705	Jeff Modica	2013 Clothing Allowance	150.00	150.00
14706	KATO TECHNOLOGY SOLUTIONS, INC.	Computer Services	100.00	100.00
14707	LAW OFFICE OF TODD BOLIG, LLC	BOA general billing	337.50	337.50
14708	MICHAEL JOHN WORTHINGTON	Dendrochronological Study	4,494.00	
		Dendrochronological Study	1,906.00	6,400.00
14709	MORROW & MORROW, LLP	PB October 2013 Gen/MP BOE	290.00	
		PB October 2013 Gen/MP BOE	58.00	348.00
14710	ONE CALL CONCEPTS, INC.	One Call Markouts	1.14	1.14

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14711	PENTELEDATA	Data Service	119.90	119.90
14712	POWERCO, INC.	Excavator Rental	1,000.00	1,000.00
14713	RARITAN VALLEY DISPOSAL #865	30 Yard Dumpsters	1,530.00	1,530.00
14714	SERVICE ELECTRIC TELEPHONE CO.	Telephone-RRCC	150.51	150.51
14715	SMITH MOTOR COMPANY, INC.	Hose Clamp	64.99	64.99
14716	TREASURER, STATE OF NJ	CPWM Certification	50.00	50.00
14717	VALLEY AUTO SUPPLY	Maintainer Filters	272.86	
		Bulbs, Lights, Belts	309.86	582.72
	TOTAL			<u>38,958.66</u>

ESCROW FUNDS

5706	MASER CONSULTING	HUNTINGTON KNOLLS	390.00	390.00
	TOTAL			<u>390.00</u>
				<u>39,348.66</u>

CURRENT FUND

BUDGET AND APPROPRIATION RESERVES	32,615.73	
GRANT FUND		
BUDGET AND APPROPRIATION RESERVES	6,024.00	
GENERAL CAPITAL FUNDS		
BUDGET AND APPROPRIATION RESERVES	58.00	
SEWER FUND		
BUDGET AND APPROPRIATION RESERVES	260.93	
ESCROW		
ESCROW FUNDS	390.00	
TOTAL CHECKS ISSUED		<u>39,348.66</u>
Other disbursements		-
NJ HEALTH BENEFITS DECEMBER	22,703.46	
		<u>22,703.46</u>
		<u>62,052.12</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			

**REMINDER/ANNOUNCEMENT**

-Mayor Bush advised that the Holland Township Volunteer Fire Co will be holding the Annual Tree Lighting on Sunday December 15<sup>th</sup>. Santa and Mrs. Claus will be traveling around Holland Township neighborhoods starting at 6:00p.m. Monday December 16-Friday December 20. Check the Holland Township Volunteer Fire Company's website at [www.hollandfire.org](http://www.hollandfire.org) for his schedule.

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**-Generator for Riegel Ridge Community Center-**this issue was tabled at the November 26<sup>th</sup> meeting. Mr. Vogel moved to approve a Fixed Natural Gas Generator at an approximate cost of \$66,000 to \$100,000.

There being no second, the motion failed

Mr. Roselle moved and Mr. Krov seconded the motion to approve a Fixed Diesel Generator at an approximate cost of \$56,000 to \$70,000

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			

(Mr. Krov clarified that the Police Dept has received preliminary notification that a grant in the amount of \$112,000 should cover the entire purchase.)

**-Direct Install Program-Estimates received-**this issue was tabled at the November 26<sup>th</sup> meeting

Mr. Krov moved and Mr. Roselle seconded the motion to authorize participation in the Direct Install Program and to proceed with the program based on the estimates as provided for all buildings. (Riegel Ridge Community Center, Holland Township Municipal Building, Holland Township DPW/Library, Holland Fire House I on Andersen Road and Holland Township Volunteer Fire Co. Station II on Route 627)

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

**-Personnel Issue-**Continued from November 26<sup>th</sup> meeting. Possible consolidation of Zoning and Deputy Clerk positions-Rice notices returned requesting that all discussion be held in Open Session. Mayor Bush advised that this issue would not be dealt with at this meeting

**LIAISON REPORTS**

**Krov-**

-Recycling/Dog License application mailing should go out mid-month

**Vogel-**

-Recycling cans purchased for the Firehouse-Mr. Vogel questioned this expenditure out of the Clean Communities grant since the Township Committee is trying to save money by cutting back employee hours.

He stated this money could have been used for a water softener for the Riegel Ridge Community Center, a hand punch machine, radios and turnout gear for the Holland Fire Co. Mr. Vogel advised that these purchases should have been approved by the Township Committee, that this procedure has to stop and that Alan (Turdo-Recycling Coordinator) should take all cans back.

Mr. Roselle stated the Fire Co did not authorize this expenditure for the Firehouse. However, the Clean Communities grand money can only be spent on certain things and recycling cans are an approved purchase from that grant.

Mr. Krov advised that he will check into the situation

**-Roselle-**

-Advise that the Committee should contact him if there are any questions regarding the placement of the new Time Clocks

-Delaware Valley Athletic Association-may put lights at Gilbert Power Plant field

-OEM-\$43,000 grant is being used for renovation of the 2<sup>nd</sup> floor of Riegel Ridge Community Center to be used as the OEM (Office of Emergency Management) Command Center.

**-Bush-**

Joint Court-Assistant Administer has left

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**-Approval 2013 Employee Christmas Parties**

Mr. Vogel moved and Mr. Roselle seconded the motion to approve the following Employee Christmas Parties:

- Thursday December 19 for the Riegel Ridge Community Center
- Thursday December 19 for the Municipal Building

Mr. Vogel stated people object to the use of the word Christmas

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

**-Approval of 2014 Township Holiday Schedule:**

Mr. Vogel moved and Mr. Roselle seconded the motion to approve the following 2014 Township Holiday Schedule:

**2014 Holiday Schedule**

Wednesday January 1, 2014	New Year's Day 2014
February 17	Presidents Day (Monday)
April 18	Good Friday (Friday)
May 26	Memorial Day (Monday)
July 4	Independence Day (Friday)
September 1	Labor Day (Monday)
November 4	General Election Day (Tuesday) Floating Holiday
November 11	Veterans Day (Tuesday) Floating Holiday
November 27	Thanksgiving (Thursday)
November 28	Day after Thanksgiving (Friday)
December 24	Christmas Eve (Wednesday)
December 25	Christmas Day (Thursday)
Thursday January 1, 2015	New Year's Day 2015

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

**-Letter of resignation-**

Mr. Vogel moved and Mr. Roselle seconded the motion to accept the resignation received from Riegel Ridge Community Center employee Juan Rosado effective December 15, 2013

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

**-Authorization for CFO to compensate** the following employees for unused 2013 vacation time as per page 26 of the Employee Hand Book-

- John Harris-compensation in pay for 10 days
- Colleen Pursell compensation in pay for 5 days
- Alan Turdo-compensation in pay for 12 1/2 days
- Linda Moser-compensation in pay for 5 days

Mr. Vogel stated that he does not understand these requests and asked for verification that this issue can't be discussed in open session. Attorney St Angelo advised that in order to discuss a personnel issue, the Committee should have sent the employee in question a Rice Notice.

Mr. Vogel moved and Mr. Roselle seconded the motion to approve the above compensations. After further discussion the motion was withdrawn and a consensus was this issue should be tabled until the December 17, 2013 meeting giving Mr. Vogel time to check the employee absence records for one employee.

**-RESOLUTION- Amending the 2013 Salary Resolution**

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

**RESOLUTION**  
Amending the 2013 Salary Resolution to include  
Jayne Parsons as Assistant Court Administrator

WHEREAS, the Joint Court of Delaware Valley is administered by the Mayors of the member municipalities, The Township of Alexandria, The Township of Holland, and the Borough of Frenchtown, and

WHEREAS there was a need to appoint an Assistant Court Administrator to assist in the running of the Joint Court.

NOW THEREFORE BE IT RESOLVED, by the Township Committee, in the Township of Holland, County of Hunterdon, State of New Jersey that they hereby agree with the decision, amend the 2013 Salary Resolution and authorize the Chief Financial Officer to pay Jayne Parsons at the pro rata share of her salary (15.79% of \$15.00) in accordance with the agreed up percentage of the Municipal Court

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

**-RESOLUTION**-hiring Demetrio Motta as part time

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

**RESOLUTION**

Authorization to hire Demetrio Motta as part time  
Front Desk Help at Riegel Ridge Community Center

**WHEREAS**, the Township Committee of the Township of Holland is in need of Front Desk Help at the Riegel Ridge Community Center, and

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

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

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

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

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

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

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

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

**THEREFORE, BE IT RESOLVED** by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, that Demetrio Motta will be hired as Riegel Ridge Community Center as Front Desk Help at the 2013/2014 rate of **\$8.50** per/hr. working only while supervised by the Director of Parks and Recreation (or her designee) until his background check has been completed.

**BE IT FURTHER RESOLVED**, that this resolution is effective December 3, 2013.

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

**-RESOLUTION-**Request to reserve and bank Open Space funds  
Mr. Vogel moved and Mr. Krov seconded the motion to adopt the following Resolution:

**RESOLUTION**

Requesting the County of Hunterdon reserve and “bank” Holland Township’s 2013 funds for future years consideration

WHEREAS, if a municipality fails to do so, the Hunterdon County Board of Freeholders may reallocate those unused funds for any purposes consistent with County’s Open Space, Farmland and Historic Preservation Trust Fund Plan.

THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon, State of New Jersey does hereby request that the County of Hunterdon reserve and “bank” Holland Township’s total 2013 balance of funds for year 2014 consideration. Furthermore, the Township plans to use the total balance of these funds on one or several of the properties that have farmland preservation applications pending.

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

**NEW BUSINESS FROM THE HOLLAND TOWNSHIP PARK**

-The grounds will be called the Holland Township Park and the building will be referred to as the Building at Holland Township Park

**BUSINESS FROM TOWNSHIP ATTORNEY**

-Quail Run Easements went to the property owners today

-Gridley Circle Easements –waiting for descriptions-temporary construction easements will be written and the permanent easements will be done afterwards

-Escrows for Planning Board-escrows are going in the red before the request to replenish can be sent- Attorney St Angelo is working with Maria Elena Kozak (Planning Board Secretary) to develop a strategy.

**BUSINESS FROM CFO**

No report

**MEETING OPEN TO PUBLIC**

-Ted Harwick-Once the Direct Install program has been done who will develop a report showing the actual cost savings. The consensus was the Finance office will get the figures to Mr. Krov and he will report to the Committee.

-Alfons Mayer-asked if the generator will cover both Riegel Ridge Community Center and the Holland Park building. Mr. Roselle advised that the generator would be able to service the Holland Park building.

**EXECUTIVE SESSION-**

**-RESOLUTION-**

Mr. Roselle moved and Mr. Krov seconded the motion to adopt the following Resolution at 8:00 pm noting that no action will be taken when the Township Committee returns to Open Session and after returning from a 5 minute break

**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-Gridley Circle
- Personnel-CFO Interviews

**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.

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

**ADJOURN**

Mr. Krov moved and Mr. Vogel seconded the motion to adjourn at 9:00 pm

<b>Voice Vote</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
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