

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA
DECEMBER 17, 2024

MEETING CALLED TO ORDER

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

Roll Call: when your name is called, please respond with "present"

Committeeman Mike Miller
Committeeman Duane Young
Deputy Mayor Scott Wilhelm
Committeeman Robert Thurgarland
Mayor Dan Bush
Attorney Matthew Lyons
Municipal Clerk Melissa Tigar

FLAG SALUTE

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

CLERK READS OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was given pursuant to the open public meeting act, by the Municipal Clerk on **December 14, 2023** by:

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

ZOOM INFORMATION:

Township Committee is inviting you to a scheduled Zoom meeting.

Topic: Township Committee

Time: December 17, 2024 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/7480301411?pwd=dWgzaU91TXhjdFk5eWJNZmNPcGUxdz09&omn=85408643203>

Meeting ID: 748 030 1411

Passcode: 951148

One tap mobile

+13052241968, 7480301411#, *951148# US

APPROVAL OF MINUTES OF THE: December 3rd, 2024 Regular Meeting and Executive Session

APPROVAL OF BILLS AS SUBMITTED

Holland Township
Bill List
17-Dec-24

Check#	Vendor	Description	Payment	Check Total
36608	ALLEGRO ENTERPRISES, INC.	Water Bottle Services	\$ 32.06	
		Dec 2024 Delivery - Municipal Bldg	\$ 45.05	
		Water for RRCC December 2024	\$ 47.45	\$ 124.56
36609	AMERICAN CAMP ASSOCIATION	Camp Fees and Dues Renewal	\$ 945.00	\$ 945.00
36610	ANIMAL CONTROL SOLUTIONS LLC	24 Hour Animal Control Coverage 2024	\$ 1,040.00	\$ 1,040.00
36611	AT&T MOBILITY	10/27/24 -11/25/24	\$ 1,473.15	\$ 1,473.15
36612	BROWN & BROWN METRO, LLC	2024 HEALTH INSURANCE BROKER	\$ 2,083.33	\$ 2,083.33
36613	CITIZENS BANK	When I Work App 12/3/2024	\$ 23.31	\$ 23.31
36614	CLEMENS UNIFORM	Mats for Municipal Building	\$ 43.08	\$ 43.08
36615	COLLIERS ENGINEERING & DESIGN INC	HLT0086 TAX MAP AMENDMENTS	\$ 1,473.93	
		HLT0010 OLD RIVER RD	\$ 43.75	
		HLT046 MSRP Annual Stormwater Report	\$ 2,790.38	\$ 4,308.06
36616	CONSOLIDUS LLC	20 year CERT Celebration	\$ 967.32	\$ 967.32

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36617	COOPER ELECTRICAL SUPPLY	Timer Switch for RRCC Front Pillar Light	\$ 101.79	\$ 101.79
36618	CORPORATE BILLING LLC	Belt Replacement-TRk17 Fan	\$ 89.96	\$ 89.96
36619	Daxko LLC	Daxko Software December 2024	\$ 800.22	\$ 800.22
36620	DEALER DIRECT, INC.	Equipment to outfit new car 15-17	\$ 4,188.00	
		Purchase of laptop for Chief	\$ 2,846.00	\$ 7,034.00
36621	DIANE RUSSINI	Yoga November 2024	\$ 110.00	\$ 110.00
36622	Direct Energy Business	Account 1294539 910 Milford Warren Glen	\$ 2,130.63	
		Account 1294536	\$ 346.38	
		Acct 1294540 Meter G21049495	\$ 28.89	
		Electric Service 910 Milford Warren Glen	\$ 234.04	
		129 Spring Mills Rd Account 1294415	\$ 8.73	
		Account 1294535 129 Spring Mills Road	\$ 54.40	
		Account # 1294537 129 SPRING MILLS ROAD	\$ 40.36	\$ 2,843.43
36623	Encore Fire Protection	Annual Hydrant Inspection/Reporting RRCC	\$ 509.00	\$ 509.00
36624	Energy Fitness Wellness Solutions LL	Repair of Fitness Equipment (Treadmill &	\$ 634.80	\$ 634.80
36625	EPPEC Uniforms	Shirts-WHITMORE	\$ 443.70	\$ 443.70
36626	ERIC BERNSTEIN	LUB Misc General Matters	\$ 112.00	
		LUB HK KHOV B24 L 3 13 rev Amend Site PI	\$ 2,968.00	
		PB Holland Solar Farm B2 L1 02 services	\$ 140.00	\$ 3,220.00
36627	GARDEN STATE TREE MANAGEMENT LLC	Township Hazardous Tree Removals- Church	\$ 6,125.00	\$ 6,125.00
36628	GEBHARDT & KIEFER, P.C.	Huntington Knolls Dev	\$ 51.00	\$ 51.00
36629	GEBHARDT & KIEFER, P.C.	NOVEMBER 2024 - GENERAL	\$ 2,040.00	\$ 2,040.00
36630	GENERAL CODE, LLC	NJMC Study Guide Annual Subscription	\$ 49.00	\$ 49.00
36631	GoTo Communications Inc	RRCC Telephone - December 2024	\$ 150.27	\$ 150.27
36632	GRAINGER	Building & Maintenance Materials	\$ 94.15	\$ 94.15
36633	GROUNDED EARTH YOGA LLC	Yoga Classes November 2024	\$ 440.00	\$ 440.00
36634	J C Ehrlich Co Inc	Commercial Pest Maintenance Service Nov	\$ 81.86	\$ 81.86
36635	JERSEY CENTRAL POWER & LIGHT	100 004 556468	\$ 388.67	\$ 388.67
36636	JERSEY CENTRAL POWER & LIGHT	100 004 557 474	\$ 83.89	\$ 83.89
36637	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 - 10/20/24 - 11/	\$ 302.91	\$ 302.91
36638	JERSEY CENTRAL POWER & LIGHT	MASTER 200 000 020 350	\$ 606.02	
		MASTER 200 000 020 350	\$ 6.21	\$ 612.23
36639	JESSICA DULIN-SOTO	Yoga Classes November 2024	\$ 330.00	\$ 330.00
36640	Johnson Controls Fire Protection	12v 18 ah batteries for basement mechani	\$ 866.50	\$ 866.50
36641	KLEEN AND FRESH CARPET SYSTEM	Carpet Cleaning	\$ 200.00	\$ 200.00
36642	Kyle McManus Associates LLC	LUB HK KHOV B24 L 3 13 rev Amend Site PI	\$ 477.75	\$ 477.75
36643	LETTERING BY PEACH	Park Signs for Benches	\$ 60.00	\$ 60.00
36644	LMR DISPOSAL	Recycling Dumpster	\$ 705.00	\$ 705.00
36645	LMR DISPOSAL	Recycle Dumpster December 2024	\$ 67.60	\$ 67.60
36646	MELANIE WOROB	Fitness Classes November 2024	\$ 540.00	\$ 540.00
36647	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Replacement Belt for TRK 17	\$ 119.62	\$ 119.62
36648	NJ Advance Media	Tax List	\$ 238.40	\$ 238.40
36649	ONE CALL CONCEPTS, INC.	Markout Service	\$ 17.16	\$ 17.16
36650	PERFORMANCE TIRE CO INC	Tire Replacement for Leaf Vac Machine	\$ 1,273.60	\$ 1,273.60
36651	POSITIVE PROMOTIONS, INC.	Public Relations-plastic badges	\$ 468.30	\$ 468.30
36652	POWER SYSTEMS, INC.	Premium Dumbbell Rack	\$ 595.50	\$ 595.50
36653	R & L DATACENTERS, INC.	NOVEMBER 24 PAYROLL	\$ 498.10	\$ 498.10
36654	SANICO, INC.	DECEMBER 2024 Account 101037	\$ 116.78	
		DECEMBER 2024 - Acct #201944	\$ 115.56	
		NOV 2024 - Acct #201746	\$ 22.00	
		NOV 2024 - Acct #201688	\$ 193.16	\$ 447.50
36655	SCHOLL & WHITTESEY	Legal Services November 2024	\$ 897.35	\$ 897.35
36656	SERVICE ELECTRIC CABLE TV, INC.	Internet Service- DPW	\$ 100.90	\$ 100.90
36657	SERVICE ELECTRIC CABLE TV, INC.	Cable/Internet for RRCC December 2024	\$ 212.98	\$ 212.98
36658	Supreme Heating & Air Conditioning	Lounge Heating/AC Unit not working Corre	\$ 219.00	\$ 219.00
36659	SWAMPS AUTOWORKS INC	2020 Dodge Durango Repairs Insurance Claim	\$ 9,017.00	
		2020 Dodge Durango Repairs Insurance Claim	\$ 139.00	
		15-10	\$ 84.76	\$ 9,240.76
36660	TAMATHA ISENBERG	Yoga Classes November 2024	\$ 165.00	\$ 165.00
36661	THERESA VERDI	November 18 - 27	\$ 360.00	
		Cleaning services at Municipal Building	\$ 600.00	\$ 960.00
36662	TRIFLEX IT SOLUTIONS, LLC	Billable Services	\$ 4,099.50	\$ 4,099.50
36663	UNITED SITE SERVICES	Recycling Restroom	\$ 65.63	
		RRCC Portable Toilets @ RRCC 11/1 - 11/5	\$ 10.94	\$ 76.57
36664	VERIZON	NOVEMBER 2024 BILLING	\$ 2,022.68	
		NOVEMBER 2024 BILLING	\$ 64.68	\$ 2,087.36
36665	WB Mason Co Inc	Garbage Bags, hand soap, paper towels	\$ 546.18	
		copy paper	\$ 49.79	\$ 595.97
36666	WILSON PRODUCTS	Propane for Recycling Center	\$ 36.75	\$ 36.75
			TOTALS:	\$ 62,810.86
			\$ 62,810.86	\$ 62,810.86
36550	United States Postal Service	Void check lost	\$ -	\$ -
36607	United States Postal Service		\$ 1,059.14	\$ 1,059.14

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TOTALS MANUAL AND VOIDS:	\$ 1,059.14	\$ 1,059.14
TOTAL BILL LIST 12/17/2024	\$ 63,870.00	\$ 63,870.00

REMINDERS/ANNOUNCEMENTS

REMINDERS:

- Santa and Mrs. Claus will be traveling around Holland Township neighborhoods starting at 6:00pm. from Monday December 16, 2024 - Friday December 20, 2024. Check the Holland Township Volunteer Fire Company’s website at <https://www.hollandtwpfire.org/> for their schedule.
- The Holland Township Municipal Offices will be closed Tuesday, December 24th and Wednesday, December 25th for the Christmas Holiday and Wednesday, January 1st, 2025 for New Years Day.
- The Holland Township Committee will hold their scheduled Re-organization meeting Tuesday January 7, 2025 at 7:00 p.m.

ANNOUNCEMENTS:

- ***Congratulations*** to Holland Township School Lady Warrior Volleyball team and coaches for “**Winning**” their very first conference title in program history at North Hunterdon High School over #1 seeded Union Twp. Middle School in straight sets: 25-12 and 25-13.
Coach(s): Jessika Beahm & Frank Simini
Athletic Director: Alan Schedlbauer
- Holland Township has been awarded \$75,000.00 for the Hunterdon County Municipal Parks and Recreation Grant that was submitted on September 16, 2024 to use towards the “**Concrete Revitalization**” of the Riegel Ridge pool.

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

~ **APPROVAL** for CFO Kristi Gano to pay remaining 2024 bills with a bills list dated 12/31/2024.

~ **RESOLUTION** 2025 Salaries and Wages

~ **RESOLUTION** 2025 Sewer Rates

Approving the 2025 Sewer Rate and Authorizing the Sewer Rent Collector to prepare and send the 2025 Sewer Bills

WHEREAS, the Chief Financial Officer for Holland Township has recommended that the 2025 sewer rate increase \$10.00 making the 2025 annual rate \$790.00 per unit; and

WHEREAS, the Sewer Collector must prepare the annual billing in a timely fashion.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township Holland, County of Hunterdon in the State of New Jersey that the Sewer Rent Collector is authorized to prepare and mail the 2025 sewer bills, charging an annual fee of \$790.00 per unit.

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~ RESOLUTION

**AWARD OF CONTRACT FOR DUMPSTERS AT THE
HOLLAND TOWNSHIP RECYCLING CENTER**

WHEREAS, Holland Township requested quotes for dumpsters at the Township recycling depot; and

WHEREAS, the following quotes were reviewed by the Qualified Purchasing Agent for accuracy and completeness:

Vendor	Total Amount
Garden State Tree Management	\$1,200.00 per dumpster 30 yard
Rich Tree Service	\$1,150.00 per dumpster 40 yard

WHEREAS, the Chief Financial Officer has certified that funds are available for this contract in the following account: Dumpster-Other Expense 01-201-32-465-200; and

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee that Holland Township be authorized to enter into a contract with Rich Tree Service for \$1,150.00 per 40 yard dumpster with approximately two dumpsters per month for an amount not to exceed \$27,600 for the year.

~ RESOLUTION

**Release of Escrow Balance
Road Opening Permit filed by Robin Czaskos
21 Winding Way - Block 6, Lot 104
Township of Holland, Hunterdon County, NJ**

WHEREAS, property owner, Robin Czaskos (“RC”) posted escrow funds with the Township of Holland in August 2024 as a condition of the issuance of road opening permit for the installation of a new sanitary sewer connection; and

WHEREAS, the work has been completed by the property owners plumbing contractor; and

WHEREAS, the work was performed in accordance with the August 26, 2024 road opening permit issued by Adam T. Wisniewski, PE; and

WHEREAS, the work areas subject to the above road opening permits were reviewed by the Township Engineer and were found to be in good order; and

WHEREAS, RC is requesting release of the balance of the professional review and inspection escrow funds being held by the Township; and

WHEREAS, the Township Engineer and Township CFO, are recommending that the following escrow amounts be released in their below listed escrow account since the work has been completed; and;

Township Escrow Account Number	Amount to be Released
14-299-56-850-5260	\$1,140.00

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, in the State of New Jersey, that the above listed escrow amounts posted by RC be released.

~ **APPROVAL** to refund Robin Czaskos the Road Opening Permit Application fee, in the amount of \$300.00.

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~ RESOLUTION

**Award of Contract
Asphalt Paving Systems, Inc.
Bellis Road, Sycamore Road and Maplewood Road Improvements Project**

WHEREAS, the Township of Holland (“Holland”) is seeking to improve a portion of Bellis Road and the entirety of Sycamore Road and Maplewood Road in the spring/summer of 2025; and

WHEREAS, Holland has budgeted funds for the required resurfacing work; and

WHEREAS, Holland plans on utilizing Asphalt Paving Systems, Inc. (“APS”) under State Contracts #T2507 and #T0896 to perform the desired Cap Seal Pavement Resurfacing application, and;

WHEREAS, APS is a qualified contractor and has the experience to perform the required work on the project; and

WHEREAS, Chief Financial Officer Kristi Gano has certified that Holland has sufficient funds in Budget Account number 04-215-10-400-009 2024-16 Road Improvements and 02-201-65-110-012 HC Municipal Infrastructure Grant to retain APS; and

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, that APS is hereby authorized to perform pavement resurfacing work on Bellis Road, Sycamore Road and Maplewood Road at a cost not to exceed \$89,073.08; and

BE IT FURTHER RESOLVED, that this authorization is subject to the Township Chief Financial Officer certifying the availability of funds for this project.

~RESOLUTION

**Authorizing the Chief Financial Officer to refund local property taxes to
the Fully Disabled Veteran Merly Virginia Cucuzza
Block 26 Lot 28 – 121 Riegelsville Road**

WHEREAS, N.J.S.A. 54:4-3.30-34 grants an exemption from local property taxes for the dwelling house of a qualified totally disabled veteran; and

WHEREAS, Merly Virginia Cucuzza, has been declared a 100 percent permanently and totally disabled veteran by the Department of Veteran’s Affairs as of January 2, 2024; and

WHEREAS, Merly Virginia Cucuzza, made application for exemption from taxes on October 8, 2024; and

WHEREAS, the Tax Assessor has determined the dwelling of Merly Virginia Cucuzza, Block 26 Lot 28, 121 Riegelsville Road, is exempt from property taxation effective January 2, 2024; and

WHEREAS, the Township has granted refunds of previously paid taxes to totally exempt veterans and widows of veterans under certain circumstances; and

WHEREAS, the decision as to whether to reimburse totally exempt veterans for past taxes is discretionary on behalf of the Township; and

WHEREAS, the Township wishes to strike a balance between honoring veterans who have made an incredible sacrifice on behalf of their fellow countrymen against the financial burden that the return of taxes imposes upon non-exempt property owners; and

WHEREAS, the caps placed upon municipal spending by the State of New Jersey have imposed financial burdens on the Township and placed severe strains on its budget.

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

1. The Township Committee believes that a fair and reasonable balance to be struck between its responsibilities to the general taxpayers and its need to recognize the sacrifices made by totally disabled veterans is accomplished by providing that totally disabled veterans will receive a refund of local property taxes from the date the veteran is declared 100% permanently and totally disabled, within the current tax year, and submits to the Tax Assessor a fully qualifying application for exemption from local property taxes on the veteran's dwelling pursuant to N.J.S.A. 54:4-3.30-34.

2. In the case of Merly Virginia Cucuzza, she is declared exempt from local property taxes on her dwelling commencing January 2, 2024 and the Chief Financial Officer is authorized to refund her \$8,342.83 of local property taxes paid from January 2, 2024 through December 31, 2024 and the Tax Collector forgive all future taxes owed.

3. The Township Committee will apply this policy to any future veterans seeking totally exempt status, but reserves the right to amend and alter it based on the future financial condition of the municipality.

~ **RESOLUTION**

Resolution of Support from Local Governing Body Authorizing the Sustainable Jersey Climate Vulnerability Assessment Technical Assistance Application

WHEREAS, the Township of Holland aims to be a climate-ready community that is resilient to climate change.

WHEREAS, a climate-ready community seeks to understand current and projected climate hazards affecting health, safety, infrastructure, property, and businesses so that appropriate actions may be implemented before hazard events occur to cause harm; and

WHEREAS, a climate-ready community seeks to optimize sustainability through improving quality of life for its residents by ensuring that its environmental, economic, and social objectives are balanced and mutually supportive; and

WHEREAS, the Township of Holland's Master Plan is aimed at guiding the use of lands within the municipality in a manner which protects public health and safety and promotes the general welfare; and

WHEREAS, the Township of Holland strives to save tax dollars, assure clean land, air, and water, and improve working and living environments; and

WHEREAS, a Climate Change-Related Hazard Vulnerability Assessment is required by NJ law (N.J.S.A. 40:55D-28) to be included in the Township of Holland's Master Plan Land Use Plan Element; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and, recognizing municipalities are interested in guidance on climate resilience, created a Guide to Local Climate Change Adaptation Planning; and

WHEREAS, Sustainable Jersey provides a Climate Vulnerability Assessment Technical Assistance Program for municipalities to use the Guide to Local Climate Change Adaptation Planning to complete a Climate Change-Related Hazard Vulnerability Assessment consistent with the NJ law; and

THEREFORE, BE IT RESOLVED, the Township Committee of the Township of Holland has determined that the Township of Holland should apply for the aforementioned Climate Vulnerability Assessment Technical Assistance Program; and

THEREFORE, BE IT RESOLVED, the Township of Holland will commit to providing staff support for the duration of the Climate Vulnerability Assessment Technical Assistance project, including providing planning documents and relevant assessment data and supporting public events and opportunities to share and receive comment on the project; and

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THEREFORE, BE IT RESOLVED, the Township of Holland will commit to providing a professional planner to review the draft and final version of the Climate Change-Related Vulnerability Assessment for potential adoption into the municipal Master Plan Land Use Plan Element; and

THEREFORE, BE IT RESOLVED, that the township Committees of the Township of Holland, State of New Jersey, authorizes the submission of the aforementioned application to Sustainable Jersey for Climate Vulnerability Assessment Technical Assistance.

~ RESOLUTION

**AWARD OF CONTRACT FOR CLEANING SERVICES
AT RIEGEL RIDGE COMMUNITY CENTER**

WHEREAS, Holland Township requested quotes for cleaning services in the Riegel Ridge Community Center; and

WHEREAS, quotes were received and reviewed by the Qualified Purchasing Agent for accuracy and completeness; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this contract in account number **XXXXXXXXXXXXXX**;

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee that Holland Township be authorized to enter into a contract for January – December 2025 with Theresa Verdi for the Riegel Ridge Community Center cleaning services in the amount of \$260 per week for five days a week service plus one day of cleaning the equipment with an option to extend thru the 2026 year.

~ RESOLUTION

**(REVISED) RESOLUTION AUTHORIZING THE TOWNSHIP OF HOLLAND TO ACCEPT
A SUBGRANT AWARD OF THE FEDERAL FISCAL YEAR 2024 OF
EMERGENCY MANAGEMENT PERFORMANCE GRANT AND
EMERGENCY MANAGEMENT AGENCY ASSISTANCE**

WHEREAS, the Township of Holland Office of Emergency Management has been awarded State Homeland Security Grant Program Subgrant AFN #97.042, Subgrant Award #FY24-EMPG-EMAA-1015 from the New Jersey Department of Law and Public Safety, Office of the Attorney General. This subgrant, consisting of \$10,000.00 Federal Award is for the purpose of enhancing the Township's ability to prevent, protect against, respond to, and recover from acts of terrorism, natural disasters, and other catastrophic events and emergencies; and

WHEREAS, the Township of Holland will use these funds to enhance our Emergency Management Program and that the funds will be used for Emergency Management Purposes; and

WHEREAS, the award period is from July 1, 2024, to June 30, 2025; and

WHEREAS, the subgrant award incorporates all conditions and representations contained or made in the application and notice of award; and

WHEREAS, the Township of Holland Office of Emergency Management, designated by the New Jersey State Police, Office of Emergency Management, has submitted an Application for Subgrant Award as required by the New Jersey State Office of Emergency Management.

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

1. That the Township Committee accepts the award of the FFY24 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance Subgrant (EMAA), in the amount of up to \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.
2. That the Chief Financial Officer and Director of Emergency Management are authorized to sign the appropriate subgrant award documents.

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3. That copies of this resolution shall be forwarded to the New Jersey State Police, Office of Emergency Management, the Chief of Police, the Chief Financial Officer, and the County Division of Emergency Management and Office of Treasury.

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at _____

DRAFT