

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES
September 3, 2024

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

Roll Call: present were
Committeeman Duane Young
Committeeman Mike Miller
Deputy Mayor Scott Wilhelm ~ via Zoom
Committeeman Robert Thurgarland
Mayor Dan Bush
Attorney Matthew Lyons
Municipal Clerk Melissa Tigar

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

FLAG SALUTE

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

OPEN PUBLIC MEETING STATEMENT

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, 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:

Topic: Township Committee
Time: September 3, 2024 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/7480301411?pwd=dWgzaU91TXhjdFk5eWJNZmNPcGUxdz09&omn=86282802975>

Meeting ID: 748 030 1411
Passcode: 951148

One tap mobile
+13052241968, 7480301411#, *951148# US

APPROVAL OF MINUTES OF THE: August 20, 2024 Regular Meeting and Executive Session

Committeeman Thurgarland moved and Committeeman Miller seconded the motion to approve the Regular and Executive minutes of the August 20, 2024 meeting.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller	X			
Duane Young			X	
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

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APPROVAL OF BILLS AS SUBMITTED

Committeeman Young moved and Committeeman Thurgarland seconded the motion to approve the bills as submitted. Committeeman Miller abstained from Check # 8302024

8302024 NJ STATE HEALTH BENEFITS PROGRAM September 2024 Retiree Billing \$ 792.52 \$ 792.52

Holland Township
Bill List
3-Sep-24

Check#	Vendor	Description	Payment	Check Total
36130	A.B.E. PARKING LOT STRIPING CO.	Road Sweeping - Various Township Roads	\$ 2,415.52	\$ 2,415.52
36131	AMAZON CAPITAL SERVICES	Academy Equipment	\$ 66.98	
		Folding Chairs RRCC 150 qty	\$ 3,682.00	
		AirHeads	\$ 13.50	
		Life Jackets for Pool	\$ 239.98	
		Heavy Duty Silicone	\$ 10.67	
		Garbage Boxes - Community Day 2024	\$ 174.22	\$ 4,187.35
36132	AQUA NEW JERSEY	001037094 0748928 910 Milford Warren	\$ 321.32	\$ 321.32
36133	ASI MUSIC	STAGE	\$ 1,900.00	\$ 1,900.00
36134	ASPHALT PAVING SYSTEMS, INC.	Miller Park & Dennis Road	\$ 33,539.20	\$ 33,539.20
36135	BIS Digital Inc	Technical Support Agreement	\$ 954.00	\$ 954.00
36136	CARROT-TOP INDUSTRIES, INC.	Flags	\$ 1,217.81	\$ 1,217.81
36137	Celebration Fireworks Inc	Deposit 9/7 Community Day Fireworks	\$ 5,300.00	\$ 5,300.00
36138	CHEMUNG SUPPLY CORPORATION	Poly Pipe Ends for Old River RD Project	\$ 759.21	\$ 759.21
36139	Circus Time Amusements & Entertain	Community Day Pirate Bounce/Drago's Lair	\$ 1,995.00	\$ 1,995.00
36140	CITIZENS BANK	LULU - Township Sesquicentennial 100 qty	\$ 565.59	\$ 565.59
36141	CLEMENS UNIFORM	Mats for RRCC	\$ 46.05	
		Mats for Municipal Building	\$ 41.98	\$ 88.03
36142	COLLIERS ENGINEERING & DESIGN INC	HLT057	\$ 183.25	
		HLT0010 OLD RIVER RD	\$ 1,973.75	
		HLT0045 Roadway Improvement	\$ 77.50	
		HLT0055 OLD RIVER RD	\$ 541.25	
		HLT046 MSRP ANNUAL STORMWATER REPORT	\$ 1,570.15	
		HLT018 ROAD OPENING PERMIT REVIEW	\$ 90.00	
		HLT018 ROAD OPENING PERMIT REVIEW	\$ 1,177.50	\$ 5,613.40
36143	Cube Corp	9/7/24 The Nerds	\$ 3,250.00	\$ 3,250.00
36144	D.H. PRODUCTIONS	DJ Final Payment Community Day 2024	\$ 250.00	\$ 250.00
36145	Dana Wiatroski	Pickleball Clinic - August 2024	\$ 525.00	\$ 525.00
36146	DENNIS KEIFFER	Fully Disabled Veteran Refund Taxes Paid	\$ 2,775.38	\$ 2,775.38
36147	ELIZABETHTOWN GAS	Meter 01061655 Account 93404665351 RRCC	\$ 283.05	
		Meter 14Y735578 Account 9890459292 910	\$ 40.18	\$ 323.23
36148	ENTEL SYSTEMS, INC.	Mailbox assistance	\$ 75.00	\$ 75.00
36149	GEBHARDT & KIEFER, P.C.	MAY 2024 - GENERAL	\$ 68.00	\$ 68.00
36150	GRIFFITH-ALLIED TRUCKING	Police/DPW Gas	\$ 1,241.60	\$ 1,241.60
36151	HOLLAND TOWNSHIP FREE PUBLIC LIBRAR	2024 Aid to Library	\$ 30,000.00	\$ 30,000.00
36152	Home Depot Credit Services	WEED WACKER TRIMMER HEAD	\$ 72.87	
		BOLTS FOR SIGNS	\$ 54.78	
		DPW INLINE WATER FILTER	\$ 279.40	\$ 407.05
36153	Idemia Identity & Security USA Inc	Tenprint/Palm Capture with Integrated Mu	\$ 26,906.00	\$ 26,906.00
36154	IN THE SWIM	chlorine free shock	\$ 166.39	\$ 166.39
36155	J C Ehrlich Co Inc	Commercial Pest Maintenance Service AUG	\$ 75.10	\$ 75.10
36156	JERSEY CENTRAL POWER & LIGHT	Account 100 003 579 271 Library 7/20/24	\$ 63.62	\$ 63.62
36157	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 - 7/20/24 - 8/19	\$ 898.87	\$ 898.87
36158	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball 7/20/24	\$ 132.10	\$ 132.10
			\$	\$
36159	JERSEY CENTRAL POWER & LIGHT	100 070 503 212 Garage 7/20/24 - 8/20/24	\$ 6.24	6.24
36160	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 932 Case Field 7/20/	\$ 106.22	\$ 106.22
36161	JERSEY CENTRAL POWER & LIGHT	100 029 305 644 - 7/20/24 - 8/20/24 ES	\$ 1,175.66	\$ 1,175.66
36162	Jessica Neglia, Custodian of Petty Cash	Initial Title and Registration for 15-17	\$ 60.00	\$ 60.00
36163	JPMonzo Municipal Consulting LLC	Webinar 8/29 What do the text books not	\$ 50.00	\$ 50.00
36164	KIRK DOUGLAS ROSE	Fully Disabled Veteran Refund Taxes Paid	\$ 4,082.32	\$ 4,082.32
36165	LIFESAVERS, INC.	Academy Equipment	\$ 25.52	\$ 25.52
36166	LMR DISPOSAL	Recycling Dumpster	\$ 570.00	\$ 570.00
36167	LMR DISPOSAL	Recycle Dumpster September 2024	\$ 67.60	\$ 67.60
36168	MAGLOCLEN	Membership Dues	\$ 400.00	\$ 400.00
36169	MIDDLESEX COUNTY ASSOCIATION CHIEFS OF P	Seminar-GUTSICK	\$ 150.00	\$ 150.00
36170	NJ Advance Media	Ordinance 2024-15	\$ 23.25	
		LUB B13L23 Bailey 081224 Memorialize Res	\$ 15.99	
		LUB consistency rev ordinance 2024 013	\$ 15.08	
		Hearing Mun Parks & Rec Grant	\$ 20.52	\$ 74.84
36171	NJ STATE ASSOC. OF CHIEFS OF POLICE	Program: Battle of the Bulge	\$ 2,450.00	\$ 2,450.00
36172	NRG BUSINESS	SERV LOC ID 776745 61 CHURCH ROAD	\$ 88.66	\$ 88.66
36173	PenTeleData	8/24/24 - 9/24/24	\$ 196.85	\$ 196.85
36174	Promed Office Cleaners LLC	RRCC Cleaning August 2024	\$ 240.00	\$ 240.00
36175	RAIN OR SHINE TENT RENTALS	Summer Camp Tents	\$ 1,200.00	\$ 1,200.00

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36176	REC SUPPLY CO.	Head Immobilizer	\$	97.01		
		Lifeguard Rescue Tubes & Covers	\$	447.36	\$	544.37
36177	SHOP RITE OF GREENWICH	Pool	\$	36.31	\$	36.31
36178	SWAMPS AUTOWORKS INC	15-13 Seat Belt	\$	169.00		
		15-14	\$	61.97		
		15-12	\$	342.38	\$	573.35
36179	TALEWISE LLC	Science Heroes (Community Day 9/7/24)	\$	400.00	\$	400.00
36180	THERESA VERDI	Cleaning services at Municipal Building	\$	700.00		
		RRCC Cleaning 8/1-8/17	\$	600.00		
		Cleaning @ Pool	\$	520.00	\$	1,820.00
36181	TRIFLEX IT SOLUTIONS, LLC	Billable Services	\$	168.75		
		OFFICE 365 - 26 LICENSES	\$	156.00	\$	324.75
36182	VERIZON	AUGUST 2024 BILLING	\$	286.70	\$	286.70
36183	WB Mason Co Inc	Copy Paper	\$	34.30	\$	34.30
TOTALS:			\$	140,977.46	\$	140,977.46

35785	GEBHARDT & KIEFER		\$	68.00		\$
35785	VOID CHECK LOST IN MAIL		\$	(68.00)	-	
36042	Dana Wiatroski		\$	525.00		\$
36042	VOID CHECK LOST IN MAIL		\$	(525.00)	-	
36087	MIDDLESEX COUNTY ASSOCIATION CHIEFS		\$	150.00		\$
36087	VOID CHECK LOST IN MAIL		\$	(150.00)	-	
8232024	Quadient Inc	refill postage machine	\$	500.00	\$	500.00
8292024	NJ STATE HEALTH BENEFITS PROGRAM	September 2024 Health benefits	\$	37,425.29	\$	37,425.29
8302024	NJ STATE HEALTH BENEFITS PROGRAM	September 2024 Retiree Billing	\$	792.52	\$	792.52
9012024	GUARDIAN	September 2024 Dental Insurance	\$	2,892.02	\$	2,892.02
TOTALS:			\$	41,609.83	\$	41,609.83
TOTAL BILL LIST 9/3/2024			\$	182,587.29	\$	182,587.29

Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller	X		#8302024	
Duane Young	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

REMINDER/ANNOUNCEMENT

~ **REMINDER** –Holland Township Community Day will be held on Saturday, September 7th at Riegel Ridge Community Center starting at 3:00 pm. There will be Kids Events, Inflatables, Food Trucks, Community Booths, A Beer Garden, Entertainment by the NERDS and Fireworks!

LIAISON REPORTS

Mr. Miller

- Follow up with JCP&L regarding a resident’s leaning pole. Resident has made the decision to run electrical service underground.
- Follow up on Health Insurance Broker Bid award and open Municipal Parks and Recreation Grant that is due September 20, 2024.

Mr. Young

- The Environmental Commission and Parks and Recreation have sponsored events set up for community day.
- Green Team continues to pursue the ERI for points.

Mr. Thurgarland

- Federal grant for the Police Department renovation/expansion.
Deputy Mayor Scott Wilhelm and I meet with Congressman Tom Kean Jr. this morning touring the Municipal Building and Police Department. It was indicated that the grant scored very well and was well prepared. The funding is not guaranteed at this point but Congressman Kean is excited about the opportunity.

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Mr. Wilhelm

- Would like to thank everyone involved, the meeting today with Congressman Kean was excellent.

Mr. Bush

- Price quote for a new dump truck @ \$500,000. Not a budget item for 2025/2026 just an outlook on the state of the economy of the world.
- On the next meeting agenda there will be a cancellation of a Capital Ordinance for Spring Garden Road Improvements in the amount of \$172,102.57.
- On tonight’s agenda there is an Ordinance for \$75,000 for Various Road Improvements. This will supplement the Bid overage for Old River Road.
- Community Day will be Rain or Shine. If weather permits there will be Fireworks.

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-ORDINANCE 2024-16 -Introduction/First Reading

Committeeman Thurgarland moved and Committeeman Miller seconded the motion to adopt Ordinance 2024-16 on first reading. Second reading and Public Hearing set for October 1, 2024

AN ORDINANCE APPROPRIATING \$75,000.00 FROM THE RESERVE FOR ROAD IMPROVEMENTS, FOR IMPROVEMENTS TO VARIOUS ROADS IN THE TOWNSHIP OF HOLLAND, COUNTY OF HUNTERDON, STATE OF NEW JERSEY IN THE AMOUNT OF \$75,000.00.

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: The sum of \$75,000.00 is hereby appropriated from the Reserve for Road Improvements (\$75,000) in the General Capital Account, for various upgrades and improvements to Township roads in the amount of \$75,000.00.

SECTION TWO: The period of usefulness of the above project as defined by N.J.S.A. 40A:2-22 is at least 20 years.

SECTION THREE: The capital budget of the Township is hereby amended to conform with the provisions of this Ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Township Clerk and is available for public inspection.

SECTION FOUR: 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 that this Ordinance shall take effect 10 days after publication, following final adoption, as provided by law.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller	X			
Duane Young	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

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The following recommendation and Resolution have been tabled to the November 6, 2024 meeting:

Colliers Engineering & Design recommends that the Township of Holland award a contract to Reivax for the Phase I Base Bid amount of \$210,014.74 and the Phase II Base Bid amount of \$118,793.36.

~RESOLUTION

Award of Contract for Old River Road Improvements Project – Phases I & II

WHEREAS, on August 1, 2024, two bids were received and opened in public by Engineer Adam T. Wisniewski, PE of Colliers Engineering & Design with the following results:

<u>Contractors</u>	<u>Location</u>	<u>Base Bid – Ph. I</u>	<u>Base Bid – Ph. II</u>	<u>Alternate Bid</u>
Reivax Construction Corp.	Flemington, NJ	\$210,014.74	\$118,793.36	\$62,340.00
Top Line	Somerville, NJ	\$246,348.67	\$130,237.68	\$18,200.62

WHEREAS, the engineer’s estimate for the project was as follows:

Base Bid – Phase I:	\$174,318.20
Base Bid – Phase II:	\$89,361.40
Alternate Bid:	\$22,005.00

WHEREAS, in a letter dated September 3, 2024, Holland Township Engineer, Adam T. Wisniewski, PE, recommended the project be awarded to the lowest bidder for Base Bids I and II, Reivax Contracting in the amounts of \$210,014.74 and \$118,793.36.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, that the contract for the Old River Road Improvements Project – Phases I and II be awarded to Reivax Construction Corp of Flemington, NJ in the amounts of \$210,014.74 and \$118,793.36.

BE IT FURTHER RESOLVED, that this award is subject to the availability of funds and NJDOT approval for this project.

~ RESOLUTION

Deputy Mayor Wilhelm moved and Committeeman Young seconded the motion to adopt the following Resolution:

**Authorization to enter into a contract with
Brown & Brown Metro, LLC for insurance broker services**

WHEREAS, bids were solicited for insurance broker services; and

WHEREAS, one bid was received by Brown & Brown Metro, LLC; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this contract in the budget line 01-201-23-220-200.

Chief Financial Officer

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee that Holland Township be authorized to enter into a contract with Brown & Brown Metro, LLC for insurance broker services for a one - year term in the amount of \$25,000.00

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Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller	X			
Duane Young	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

~ **RESOLUTION**

Committeeman Thurgarland moved and Committeeman Young seconded the motion to adopt the following Resolution:

RESOLUTION AUTHORIZING A TEMPORARY NO PARKING ZONE FOR EMERGENCY VEHICLES ON MILL VIEW ROAD FOR HOLLAND TOWNSHIP COMMUNITY DAY

WHEREAS, Holland Township Community Day is scheduled for September 7, 2024, and the need for fire department staging and emergency vehicle access has been identified to ensure public safety; and

WHEREAS, pursuant to N.J.S.A. 39:4-197(1)(g), the Chief of Police is authorized to establish temporary traffic regulations, including parking restrictions, on municipal roads for public safety purposes; and

WHEREAS, Chief of Police Sean P. Gutsick has determined that temporary parking restrictions are necessary on Mill View Road from Upper Oak Lane to Oak Lane for the safe staging of fire department vehicles and emergency response during Holland Township Community Day;

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

Temporary No Parking Zone Established: A temporary No Parking Zone is hereby established on Mill View Road from Upper Oak Lane to Oak Lane.

Enforcement Period: The No Parking restriction shall be in effect from 0700 hours on September 7, 2024, until 0700 hours on September 8, 2024.

Emergency Vehicles Only: During the enforcement period, the designated area shall be reserved exclusively for emergency vehicles.

Penalties for Violation: Any vehicle parked in violation of this Resolution shall be subject to ticketing, towing, or other penalties as authorized under N.J.S.A. 39:4-197 and related statutes.

Authority: This Resolution is adopted under the authority granted to the Chief of Police by N.J.S.A. 39:4-197(1)(g)

Effective Date: This Resolution shall take effect immediately upon its adoption.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller	X			
Duane Young	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

HOLLAND TOWNSHIP COMMITTEE
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~ **RESOLUTION**

Committeeman Thurgarland moved and Committeeman Young seconded the motion to adopt the following Resolution:

RESOLUTION OF THE TOWNSHIP OF HOLLAND, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ADOPTING AND MANDATING USE OF THE OPEN PUBLIC RECORDS REQUEST FORM PURSUANT TO N.J.S.A. 47-1a-5(f)

WHEREAS, Governor Phil Murphy signed the Open Public Records Act (OPRA) Modernization and Reform Legislation on June 5, 2024; with the legislation to take effect on September 3, 2024; and

WHEREAS, The Government Records Council (GRC) has created and promulgated an Adoptable OPRA Request Form on August 28, 2024, which will be required to be used once adopted by the Township as per N.J.S.A. 47:1A-5(f); (attachment A) and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Holland, that the GRC Adoptable OPRA Request Form promulgated on August 28, 2024, shall be the required form to be completed by all requestors seeking records under OPRA effective immediately.

BE IT FURTHER RESOLVED, that the Custodian of Records shall post said form to the Township of Holland’s website.

ADOPTED at a regular meeting of the Mayor and Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey held on September 3, 2024.

Attest:

TOWNSHIP OF HOLLAND

Melissa S. Tigar, Municipal, Clerk

Dan Bush, Mayor

Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller	X			
Duane Young	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

APPROVAL FOR MIKE MILLER TO ATTEND ONLINE COURSE

Committeeman Thurgarland moved and Committeeman Young seconded the motion to approve Mike Miller to attend the following online course:

Date	Host	Subject	Cost
10 /16/24	Rutgers University Online Program	The Powers and Duties of the Municipal Governing Body	\$200.00

Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller			X	
Duane Young	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

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~ **APPROVAL** for the Township Committee, Mayor, to sign the Cub Scout Annual Unit Charter Agreement.

Committeeman Thurgarland moved and Committeeman Miller seconded the motion for approval of the Mayor to sign the Cub Scout Annual Unit Charter Agreement. Majority of the Vote was “*Nay*” motion will not carry.

After reviewing the agreement, the obligations of the Charter Organization which the Township *cannot* assume include the following:

- Administer the assets of the Scouting Unit including all funds.
- Review and select all adult leaders.
- Open up a separate bank account using the Township’s EIM and provide policies and procedures for financial reporting and asset management.
- Be the actual party that conducts the scouting program.

The Township Committee will supply a location for any Scout opportunity that we can that has all legal and proper documentation.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller		X		
Duane Young		X		
Scott Wilhelm, Deputy Mayor				X
Robert Thurgarland		X		
Dan Bush, Mayor		X		

BUSINESS FROM TOWNSHIP ATTORNEY

Mr. Lyons

- Today marks the first day of the effective date of the new OPRA law.

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

ADJOURN


Committeeman Thurgarland moved and Committeeman Young seconded the motion to adjourn at 7:40 p.m.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Mike Miller	X			
Duane Young	X			
Scott Wilhelm, Deputy Mayor				X
Robert Thurgarland	X			
Dan Bush, Mayor	X			

Respectfully Submitted,

Approved by,


Melissa S. Tigar, RMC/CMR
Municipal Clerk


Dan Bush, Mayor
Scott Wilhelm, Deputy Mayor