

The 2018 Annual Reorganization Meeting of the East Amwell Township Committee was called to order at 7:35 p.m. by Municipal Clerk Teresa Stahl. Present were Committee members David Wang-Iverson, Richard Wolfe, Kevin Ostrander, Tim Mathews, and Peter Miller. The Lt. Governor, Kim Guadagno, was also in attendance and administering the Oaths.

The Township Clerk welcomed the members of the public to the Annual Reorganization Meeting of East Amwell Township.

In compliance with the Open Public Meetings Act, the Clerk announced that notice of this meeting had been published in the December 21, 2017 issue of the Hunterdon County Democrat and that a copy of the agenda for this meeting had been forwarded to the Hunterdon County Democrat, the Times of Trenton, the Courier News, the Star Ledger, posted on the bulletin board and filed in the Township Clerk's Office on December 29, 2017.

The meeting opened with the Pledge of Allegiance to the American Flag.

**CERTIFICATION OF NOVEMBER 7, 2017, ELECTION RESULTS**

The Clerk presented the Certification of Election held on November 7, 2017 from the Hunterdon County Board of Canvassers certifying the election of Tim Mathews and Peter Miller to three-year terms on the Township Committee.

The Clerk said that Mr. Wolfe would like to address the public.

Mr. Wolfe said that people either know him or have heard of him, and it warmed his heart that there was such a great turnout. He was very fortunate to recognize some people tonight who were supportive from the inception. He recognized Freeholder John Lanza in the back of the room, adding that he knew his father and Mr. Lanza even before he came to East Amwell, adding that "horses brought them together."

Mr. Wolfe wished to welcome the guest of honor, Lt. Governor Guadagno, saying that it was the second time in six months to do so with the first time being in August when there was a kick-off party to support Mr. Mathews and Mr. Miller, and the Lt. Governor came to say a few words to cheer them on. Mr. Wolfe continued by saying that he appreciated her efforts, and it was his expectation that someday he will say that he had the opportunity to have her in the Township two times before she became President of the United States. He said that wherever she went, the Lt. Governor had East Amwell standing behind her.

Lt. Governor Guadagno came forth to administer the Oaths of Office.

**OATH OF OFFICE:**

Lt. Governor Guadagno administered the Oath of Office to Mr. Mathews with his son, Rocco, holding the Bible and his wife, Cynde, by his side.

Lt. Governor Guadagno administered the Oath of Office to Mr. Miller with his sons, Jack and Charlie, holding the Bible and his wife, Michelle, by his side.

**NOMINATIONS FOR MAYOR:** The Clerk called for nominations for Mayor of East Amwell Township for the year 2018.

Tim Mathews was nominated by Mr. Wolfe. Mr. Wolfe said that he has known Mr. Mathews for 5-6 years and finds Mr. Mathews to be a very smart man. He said that Mr. Mathews was a God-send to he and his wife, Kathy, and helped him to get acclimated to East Amwell. Mr. Mathews knows the Township and the people; he served on the Township Committee and wants to help East Amwell Township. Mr. Mathews works full time and is an adjunct professor. His son, Rocco, just qualified for the Junior Olympics in Fencing, which is a real accomplishment. Mr. Wolfe said that Mr. Mathews is not on the Committee for fame, has no hidden agenda, really cares about people, is kind, respectful and has impeccable integrity. Mr. Wolfe said that without qualification, Mr. Mathews would be a terrific Mayor.

Mr. Miller seconded the motion for Mr. Mathews as Mayor for 2018.

With no more nominations, motion by Mr. Miller, seconded by Mr. Ostrander, followed by a unanimous favorable vote to close nominations and cast the ballot appointing Tim Mathews as Mayor for 2018.

Mayor Mathews was sworn into office by Lt. Governor Guadagno with his son, Rocco, holding the Bible and his wife, Cynde, by his side.

Mayor Mathews said that he would like to thank the residents and the members of the Township Committee for their vote of confidence. He added that this Township Committee has more than 16 years of collective Township Committee experience and decades of academic, professional, and practical experience to draw from. The Mayor said that they can assure the residents that as they enter 2018, they are well prepared to govern and respond to any issues that may arise.

Mayor Mathews said that he was honored to work with each of the other Township Committee members, and he was confident that working together, with the employees, professionals, volunteers, and residents, they will continue East Amwell’s legacy of being a wonderful place to live and raise a family.

**NOMINATIONS FOR DEPUTY MAYOR:** Mayor Mathews called for nominations for Deputy Mayor of East Amwell Township for 2018.

Mr. Ostrander made a motion to appoint Richard Wolfe as Deputy Mayor for 2018 and seconded by Mr. Miller. Mr. Ostrander said that he served on the Township Committee with Mr. Wolfe for a year, and he knew Mr. Wolfe for about a year and a half and spoke about his service. Mr. Ostrander said that Mr. Wolfe’s legal background came in extremely handy and will be invaluable, adding that they would “get work out of him and not on an hourly basis.” Mr. Ostrander said that he appreciated Mr. Wolfe’s accomplishments, adding that there were 3 scientists, an educator, and an attorney on the Committee. Mr. Ostrander believed that Mr. Wolfe would be a good Deputy Mayor.

With no other nominations, the motion was carried by a unanimous favorable vote to appoint Richard Wolfe as Deputy Mayor for 2018.

Deputy Mayor Wolfe was sworn in by Lt. Governor Guadagno with his wife, Kathy, holding the Bible.

Mr. Wolfe said that when he and his wife, Kathy, came to East Amwell, he never expected to run for political office. Once he got here and started to know the people, Mr. Wolfe felt like he could contribute to the Township by being on the Township Committee. He said that he will be giving this position one hundred percent of the best job that he can, that he would be available any time, and would do what he could to make the Township an even better place. He was honored to be Deputy Mayor.

The Mayor called for a brief recess at this time at 7:52 p.m., returning to the meeting at 8:10 p.m.

Mayor Mathews announced that the following resolutions will be read by title.

**RESOLUTION DESIGNATING A MEETING SCHEDULE:**

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**R E S O L U T I O N #01-18**

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that during 2018 the Township Committee will hold all regular scheduled meetings on the second Thursday of each month at 7:30 p.m. with a second in December on Thursday, December 27, 2018. All regular meetings will be held in the main meeting room of the Municipal Building, 1070 Route 202/31, Ringoes, New Jersey 08551.

BE IT FURTHER RESOLVED that the Mayor or any Township Committee member may request a second regular meeting during any month, with this meeting held on the fourth Thursday of the month at 7:30 p.m. at the municipal building;

BE IT FURTHER RESOLVED that the Township Committee will hold a special budget meeting on Thursday, January 11, 2018, at 6:00 p.m. to discuss the Township budget; and

BE IT FURTHER RESOLVED that all executive session meetings of the Township Committee of East Amwell Township will be held at the municipal building, 1070 Route 202/31, Ringoes, NJ 08551 at 7:00 p.m., prevailing time, on the same dates as regular meetings listed in the annual public notice and will occur on an as-needed basis; and

BE IT FURTHER RESOLVED that all meetings will be held in compliance with the Open Public Meetings Act. Special meetings shall be at the call of the Mayor or written request by a member of the Township Committee to the Clerk and be posted in accordance to the 48 hour notice regulations (as per N.J.S.A. 10:4 et. al.); and

BE IT FURTHER RESOLVED that in the event a regular meeting is canceled due to an emergency, the Township Committee will meet at 9:00 A.M. prevailing time on Saturday following at the same place to consider the agenda as prepared for the canceled meeting; and

BE IT FURTHER RESOLVED that the 2019 Reorganization Meeting will be scheduled on WEDNESDAY, JANUARY 2, 2019, at 7:30 p.m.; and

BE IT FURTHER RESOLVED that the Township Committee may approve the payment of bills at any scheduled meeting of each month; and

BE IT FURTHER RESOLVED THAT ALL BILLS FOR PAYMENT by the Township Committee shall be presented to the CFO/Treasurer’s Office no later than the end of the business day on Monday prior to the scheduled meeting; and

BE IT FINALLY RESOLVED that this Resolution shall be published in the Hunterdon County Democrat, issue of January 11, 2018.

By Order of the Township Committee,

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Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Ostrander, and carried with unanimous favorable vote that the Resolution Designating a Meeting Schedule be approved.

RESOLUTION REGARDING THE ORGANIZATION OF THE MEETING:

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R E S O L U T I O N #02-18

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Order of Business and the conducting of business at all regular meetings shall be as follows:

1. Call to order and statement of compliance with the Open Public Meetings Act.
2. Pledge of Allegiance to the American Flag.
3. Agenda Review by Township Clerk.
4. Announcements.
5. Update from the CFO
6. Standing Committee Reports.
7. Presentation of Minutes.
8. Open To the Public/Topics Not on the Agenda.
9. Consent Agenda Items.
10. Special Discussions.
11. Introduction of Ordinances and/or Public Hearings.
12. Special Committee Reports.
13. Unfinished Business.
14. New Business.

- 15. Open To The Public.
- 16. Executive Session, if applicable.
- 17. Administrative Reports.
- 18. Correspondence.
- 19. Adjournment.

BE IT FURTHER RESOLVED that all matters to be presented to the Township Committee at their regularly scheduled meeting shall be delivered in written form to the Township Clerk's Office not later than noon on the Friday prior to the meeting. This requirement will be strictly enforced except for emergency matters.

By Order of the Township Committee,

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 Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to approve the resolution Regarding Organization of the Meeting.

RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER:

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R E S O L U T I O N #03-18

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Hunterdon County Democrat be established as the Official Newspaper. The Times of Trenton is designated as the daily newspaper having the greatest likelihood of informing the public within the area of jurisdiction of the Township of its meetings.

By Order of the Township Committee,

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 Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted by a unanimous favorable vote that the Resolution Designating the Official Newspaper be approved.

RESOLUTION REGARDING COPIES OF THE AGENDA AND MINUTES:

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R E S O L U T I O N #04-18

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that in accordance with the Open Public Meetings Act as adopted on October 21, 1975 as amended, the Township Clerk shall post a copy of the agenda for all regular Township Committee meetings, a copy of the minutes of previous meetings, and a copy of the notice for any special meeting on the bulletin board in the municipal building at least 48 hours prior to any meeting. A copy of the agenda for all regular meetings shall be forwarded to the Hunterdon County Democrat, the Times of Trenton, the Star Ledger, the Courier News, posted on the bulletin board and filed in the Clerk's office. A copy of an agenda for a special meeting will be forwarded to the Hunterdon County Democrat, the Times of Trenton and the Star Ledger, posted on the bulletin board and filed in the Clerk's office. A copy of the agenda for all regular township meetings will be mailed to any individual so requesting for a fee of \$9 per year or \$.75 per meeting per committee or board. Agendas for regular Township Committee meetings will be e-mailed at no cost to individuals upon request.

By Order of the Township Committee,

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 Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to approve the Resolution regarding copies of the agenda and the minutes.

**RESOLUTION FOR 2018 TEMPORARY BUDGET**

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**R E S O L U T I O N #05-18**

WHEREAS, NJSA 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2018 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS the date of this resolution is within the first thirty days of January 2018; and

WHEREAS, the total appropriation in the 2017 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance is \$2,079,615.00; and

WHEREAS, 26.25% of the total appropriation in the 2017 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$545,898.94;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the following 2018 Temporary Budget totaling \$545,500.00 shall be the Temporary Budget for the Township of East Amwell for the year beginning January 1, 2018, and that a certified copy of this resolution be transmitted to the Treasurer for her records.

**East Amwell Township Temporary Budget 2018**

|                                   | Salaries & Wages | Other Expenses |
|-----------------------------------|------------------|----------------|
| General Administration            | \$2,000.00       | \$11,000.00    |
| Mayor & Committee                 | \$               | \$ 100.00      |
| Municipal Clerk                   | \$28,000.00      | \$ 2,900.00    |
| Financial Administration          | \$25,000.00      | \$ 4,000.00    |
| Revenue Administration            | \$15,000.00      | \$ 2,000.00    |
| Tax Assessment Administration     | \$ 9,000.00      | \$ 5,000.00    |
| Legal Services                    |                  | \$10,000.00    |
| Engineering Services              |                  | \$ 5,000.00    |
| Historic Sites Committee          | \$ 250.00        | \$ 500.00      |
| Agricultural Advisory Committee   | \$ 250.00        | \$             |
| Planning Board                    | \$ 5,000.00      | \$ 6,000.00    |
| Zoning Board                      | \$ 8,000.00      | \$ 3,000.00    |
| Affordable Housing Agency         | \$ 1,250.00      | \$ 250.00      |
| Liability/Auto/Accident Insurance |                  | \$32,000.00    |
| Public Officials Surety Bond      |                  | \$ 6,000.00    |
| Workers Comp Insurance            |                  | \$12,000.00    |
| Employees Group Insurance         |                  | \$75,000.00    |
| Public Safety                     |                  | \$ 6,000.00    |
| Fire Prevention Bureau            |                  | \$ 750.00      |
| Municipal Prosecutor              | \$ 4,000.00      |                |
| Street & Road Maintenance         | \$77,000.00      | \$35,000.00    |
| Solid Waste Collection            | \$ 500.00        | \$ 1,000.00    |
| Buildings & Grounds               |                  | \$ 7,000.00    |
| Vehicle Maintenance               |                  | \$ 7,000.00    |
| Public Health Services            | \$ 4,000.00      | \$ 6,000.00    |
| Environmental Commission          | \$ 500.00        | \$ 500.00      |
| Public Assistance                 | \$ 1,000.00      | \$ 250.00      |
| Stormwater Permit-Public Health   |                  | \$ 500.00      |
| Recreation Services & Programs    | \$ 1,000.00      | \$ 1,000.00    |
| Electricity                       |                  | \$ 4,000.00    |
| Street Lighting                   |                  | \$ 1,000.00    |
| Telephones                        |                  | \$ 2,000.00    |

|                                    |             |             |
|------------------------------------|-------------|-------------|
| Heating Oil/Gas                    |             | \$ 1,500.00 |
| Gasoline & Diesel                  |             | \$ 3,500.00 |
| Contingent                         |             | \$ 100.00   |
| Public Employees Retirement System |             | \$81,000.00 |
| Social Security/Medicare           |             | \$15,000.00 |
| Unemployment Insurance             |             | \$ 100.00   |
| DCRP                               |             | \$ 500.00   |
| Municipal Court                    | \$14,500.00 | \$ 2,000.00 |
| Public Defender                    |             | \$ 500.00   |

By Order of the Township Committee,

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Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to approve the 2018 Temporary Budget.

RESOLUTION FOR TEMPORARY PERMANENT DEBT

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RESOLUTION #06-18

Temporary Appropriation Resolution for Permanent Debt

Provision under the NJSA 40A:4-19 to appropriate the Temporary Amount of \$472,257.50 fund the permanent debt service requirements of the Township of East Amwell, County of Hunterdon, State of New Jersey, through the date of the adoption of the 2018 budget.

Whereas, NJSA 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirement for the coming fiscal year providing that such resolution is not made earlier than December 20 of the year preceding the beginning of the fiscal year; and

Whereas, the date of the resolution is subsequent to December 19, 2017; and

Whereas, principal and interest will be due on various dates from January 1, 2018 to December 31, 2018, inclusive, on sundry bonds issued and outstanding;

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be and to cover the period of January 1, 2018 to December 31, 2018, inclusive:

DEBT SERVICE TOWNSHIP OF EAST AMWELL, HUNTERDON COUNTY, STATE OF NEW JERSEY

|                            |                  |
|----------------------------|------------------|
| Principal Payment of Bonds | \$425,000.00     |
| Interest Payment on Bonds  | \$ 29,837.50     |
| Green Acre Loan Payment    | \$ 17,240.00     |
| <br>TOTAL DEBT SERVICE     | <br>\$472,257.50 |

By Order of the Township Committee,

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Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted on unanimous roll call vote to approve the temporary permanent debt resolution.

MAYOR'S APPOINTMENTS for 2018 were read by Mayor Mathews, as follows. He explained that not all of the appointments are being made, and if residents are interested, they should complete Citizen's Leadership Forms and be interviewed by the Township Committee. Mayor Mathews also noted that some positions were held by the previous Township Administrator and are not being filled. The Township Committee will be taking on a thorough review of gaps for procedures and policies and will make assignments as necessary.

During the reading of the appointments, several items were mentioned, including the following:

The Mayor noted that the Zoning Officer position was posted, and there were six candidates. The Mayor and Deputy Mayor will be interviewing three candidates on Friday, January 5, with the intent to appoint a Zoning Officer at the January 11, 2018, regular meeting.

The Secretary for Zoning/Planning was leaving, and the positions will be posted soon.

Mr. Wolfe commented on Frances Gavigan being appointed to the Planning Board and being deserving of it.

Motion by Mr. Miller, seconded by Mr. Ostrander, and carried to appoint Deputy Mayor Wolfe as the Township Committee – Class III Member on the Planning Board.

Mayor Mathews said that they are reviewing the OEM regulations and will defer any new appointments until they have met with OEM Coordinator Gary Myers, adding that there are some legal requirements that the OEM Coordinator has to make some of the appointments.

Mayor Mathews said they will meet with the Sourland Municipal Alliance Council to see what the requirements are before appointments are made.

Mayor Mathews said that they would be holding off on Clawson Park Advisory Committee appointments, adding that there is an intent to create a group focused on the Village area with items such as the library and Clawson Park, and they will be deferring action at this time. The 319H Grant ad hoc will continue with the members noted.

Mayor Mathews said that the AAR/JCP&L Review Committee has been dormant, and no appointments will be made at this time. The Township Committee will meet with JCP&L and see if it is necessary to have this committee remain or not.

Mayor Mathews said that the library ad hoc committee will fall under the village committee being created, and action will be deferred at this time.

Mayor Mathews said that the special events ordinance has been provided in draft form, and the Township Committee will take action at some time, so the ad hoc committee does not need to exist.

The deer management ad hoc committee is a subcommittee of the Agricultural Advisory Committee, and those members will remain. Mayor Mathews commented favorably about their work.

The Local Emergency Planning Committee will fall under the OEM grouping and be discussed with Mr. Myers.

The appointments were as follows:

|  |              |
|--|--------------|
| Payroll Clerk.....                           | Teresa Stahl |
| Deputy Clerk.....                            | Pamela Dymek |
| Assistant Tax Collector .....                | Pamela Dymek |
| Tax Search Officer .....                     | Mary Hyland  |
| Municipal Assessment Officer .....           | Teresa Stahl |
| Certifying Officer for Health Benefits ..... | Teresa Stahl |
| Public Agency Compliance Officer.....        | Teresa Stahl |

|   |                             |
|---|-----------------------------|
| Certifying Officer for P.E.R.S.....                                   | Margaret Pasqua             |
| Supervisor for P.E.R.S.....   | To be appointed             |
| Assistant Treasurer .....   | Charlene Santo              |
| Insurance Fund Commissioner.....                                      | Tim Mathews, Mayor          |
| Deputy Insurance Fund Commissioner.....                               | Richard Wolfe, Deputy Mayor |
| Safety Coordinator.....   | To be appointed             |
| PEOSHA Officer.....   | Jason Silverthorn           |
| Deputy Court Administrator.....                                       | Pam Williamson              |
| Joint Court Liaisons.....   | To be appointed             |
| .....   | Richard Wolfe, Deputy Mayor |
| Zoning Officer.....   | To be appointed             |
| Alternate Zoning Officer.....   | Robert Miller               |
| Secretary to Zoning Officer.....                                      | TBA                         |
| Local Public Assistance Director & Housing Placement Officer .....    | Helen Kuhl                  |
| DPW Superintendent .....  | Jason Silverthorn           |
| DPW Supervisor .....  | Joseph Adamow               |
| DPW Employee .....  | David Barrick               |
| DPW Employee .....  | Jeffrey Godwin              |
| DPW Employee .....  | Ryan Duckworth              |
| Recycling Coordinator & Clean Communities Director .....              | Maria Prendamano            |
| Township Historian.....   | Jim Davidson                |
| Senior Citizen’s Liaison.....   | Pat McSorley                |
| Municipal Housing Liaison/Administrative Agent.....                   | James Robbins               |
| Municipal Stormwater Coordinator.....                                 | To be appointed             |
| Farmland Preservation Office Administrator.....                       | Katherine Fullerton         |
| Hunterdon County:   |                             |
| Solid Waste Advisory Council Member and Alternate, if applicable..... |                             |
| 911 Coordinator.....  | To be appointed             |
| Fire Official for Smoke & Carbon Monoxide Detectors.....              | Peter Buchanan              |
| <u>Environmental Commission</u>                                       |                             |
| Chairperson - one year.....   | to be appointed             |
| 3 year term.....  | Frances Gavigan             |
| 3 year term.....  |                             |
| 3 year term .....   |                             |
| Alternate I (2 year term).....  | Kevin Ostrander             |
| Alternate II (unexpired 1 year term).....                             | Lisa Davis                  |
| Associate – 1 year term.....  |                             |
| <u>Board of Health</u>  |                             |
| 3 year term.....  | Pauline Serafin (Seramba)   |
| 3 year term.....  | Peter Miller                |
| Alternate I- 2 year term.....   | Leo DeCandia                |
| Alternate II (unexpired 1 year term).....                             |                             |
| <u>Board of Adjustment</u>  |                             |
| 4 year term.....  | Joe Nyce                    |
| 4 year term (unexpired 1 year term).....                              |                             |
| 4 year term (unexpired 2 year term).....                              |                             |
| Alternate I.....  |                             |
| <u>Planning Board</u>   |                             |
| Class I: Mayor or Mayor’s Designee – 1 year term.....                 | Tim Mathews                 |
| Class II: Township Official – 1 year term.....                        |                             |
| Class III: Township Committee – 1 year term.....                      | Rick Wolfe                  |
| Class IV: 4 year term.....  | Joe Nyce                    |
| Class IV: 4 year term.....  | Frances Gavigan             |
| Alternate II (two year term).....                                     |                             |
| <u>Local Public Assistance Board</u>                                  |                             |
| 3 year term .....   | Michele Doherty             |
| 2 year term.....  | Noreen Bailey               |
| 1 year term.....  | Jacqueline MacCaulley       |
| <u>Agricultural Advisory Committee</u>                                |                             |
| All.....  | Ann del Campo               |
| One .....   | John Perehinys              |
| Year .....  | Kit Crisafulli              |

Terms ..... Rob Garrett  
 ..... Candice Wiggum

Farmland/Open Space Preservation Committee

Mayor’s Designee – 1 year term..... Rick Wolfe  
 3 year term..... Erica Johanson  
 3 year term (unexpired 1 year term).....

Alternate I .....

Historic Preservation

4 year term Class A..... Jim Davidson  
 4 year term Class B ..... Will Harrison  
 Alternate I – 2 year term Class C ..... Susan Berger

Recycling Committee

Environmental Com. Member – 1 year term.....Tom Rue  
 Township Committee Member – 1 year term..... Kevin Ostrander  
 2 year term..... Erica Johanson  
 2 year term ..... Alison Castellano  
 2 year term.....  
 2 year term, 1 year unexpired.....  
 Youth Member.....Olivia Ostrander

Recreation Committee

3 year term..... Alison Castellano  
 3 year term..... Pete Fick  
 3 year term.....Thyra Zengel  
 3 year term.....Cassie DeCandia  
 Alternate I – two year term ..... Sandra Gensini

Office of Emergency Management

1 year term.....  
 1 year term.....

Sourlands Municipal Alliance Council – one year terms

Regular Delegate.....  
 Alternate Delegate.....

Clawson Park Advisory (all one year terms)

.....  
 .....  
 .....  
 .....  
 .....

CLAWSON PARK – 319(H) Grant Advisory Committee (all one year terms)

..... Tim Mathews  
 ..... Mike Petrus  
 .....Env.Com.- TBA  
 ..... Jason Silverthorn

AAR/JCP&L Review

.....  
 .....  
 .....  
 .....

Deer Management Ad Hoc Committee.....John Nance; Tom Shepherd; Scott Kozart;  
 Mike Van Clef.

Local Emergency Planning Committee – To Be Determined

All one year members.....

Mr. Wang-Iverson asked about appointing the same resident to both the Planning Board and the Board of Adjustment, adding that the Planning Board was more legislative in action and the Board of Adjustment was judicial. He believed that there may be a conflict. Deputy Mayor Wolfe said that the statutes allow this type of appointment, that the member could recuse from deliberations if a conflict arose, and the matter would be taken up with counsel.

A motion was made by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to approve the Mayor’s appointments.

OATHS OF OFFICE for the Mayor's Appointments were administered by Mayor Mathews to those individuals in attendance at this meeting.

Mr. Wang-Iverson asked about the question mark next to the name Rob Garrett on the list of appointments for Agricultural Advisory. Deputy Mayor Wolfe said that the committee must be comprised of farmers, and Mr. Wang-Iverson said that Mr. Garrett was a farmer raising sheep.

**RESOLUTION AUTHORIZING PROFESSIONAL SERVICES:**

Mayor Mathews explained that the current professionals have agreed to assist under a day-to-day, month-to-month agreement while the Township pursues a fair and open RFQ process to review current and new firms and adjudicate each one.

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**R E S O L U T I O N #07-18**

WHEREAS the Township of East Amwell has a need to acquire accounting services, engineering services, land survey services to maintain the tax maps, legal services, bond counsel services, planning services, and grant administration as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5); and

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition of each service will or may exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is one year (and may be extended as approved by this governing body); and

WHEREAS, each of the following agencies have completed and submitted a Business Entity Disclosure Certification which certified that they have not made any reportable contributions to a political or candidate committee in the Township of East Amwell in the previous one year, and that the contract will prohibit the agency from making any reportable contributions through the term of the contract; and

WHEREAS sufficient funds are available in the 2018 Temporary Budget and will be made available in the 2018 Municipal Budget for the Township of East Amwell (as required in N.J.A.C. 5:30-5.4).

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

The Mayor and Township Clerk are hereby authorized and directed to execute contracts with the following persons and firms for a period of time until RFQs are received for the year 2018:

- a. Dennis O’Neal, Ferriero Engineering, a Professional Engineer.
- b. Ferriero Engineering, Land Surveying and Tax Map Maintenance
- c. Richard Cushing, Gebhardt & Kiefer, an Attorney.
- d. Robert Swisher, Suplee and Clooney, a RMA,
- e. Robert Beinfeld, Hawkins Delafield, and Wood, Bond Counsel
- f. Steven Souza, Princeton Hydro, Grant Administrator for 319(H)
- g. Francis J. Banisch, III, Professional Planner, Banisch Associates, Inc.
- h. Martin Allen, Special Counsel, DiFrancesco, Bateman, Kunzman, et. al.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that notice of this action shall be printed in the January 11, 2018, issue of the Hunterdon County Democrat.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted on unanimous favorable vote that the Resolution Authorizing Professional Services be approved.

RESOLUTION APPOINTING MUNICIPAL PROSECUTOR:

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RESOLUTION # 08-18

WHEREAS pursuant to P.L. 1996, c95, 14, a municipality may employ an attorney-at-law as a prosecutor, under the supervision of the Attorney General or county prosecutor.

NOW, THEREFORE, BE IT RESOLVED that pursuant to P.L. 1996, c95, 14, John E. Lanza is appointed as East Amwell Township Prosecutor for 2018. Mr. Lanza will serve with the privileges and unities currently enjoyed by the Attorney General, prosecutor and their respective designees.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and carried by unanimous favorable vote to approve the above resolution.

Mr. Wang-Iverson commented that Mr. Lanza has done an excellent job in this position, and there have been good reports from Court Administrator Hooven. Mr. Lanza is very efficient, takes his time with people, and does well. Mr. Mathews appreciated the good feedback.

RESOLUTION APPOINTING THE PUBLIC DEFENDER:

+++++  
RESOLUTION #09-18

WHEREAS pursuant to P.L. 1997, c. 256 (N.J.S.A. \*2B:24-1), a municipality may employ an attorney-at-law as a public defender,

NOW, THEREFORE, BE IT RESOLVED that pursuant to P.L. 1997, c. 256 (N.J.S.A. \*2B:24-1), Stanley Troy is appointed as East Amwell Township Public Defender for 2018 to represent defendants assigned to the Municipal Public Defender in municipal court.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

+++++  
Mr. Miller made the motion, seconded by Mr. Ostrander, and it was carried unanimously to approve the Resolution Appointing the Public Defender.

RESOLUTION REGARDING PAYMENT OF TAXES:

\*\*\*\*\*  
RESOLUTION #10-18

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that taxes shall be collected quarterly on February 1st 2018; May 1st 2018; August 1st 2018, and November 1st 2018 and that interest will be charged at the

rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment. There will be a ten-day grace period after which unpaid taxes will then be charged interest from the due date. This Resolution shall be published in the January 11, 2018, issue of the Hunterdon County Democrat.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews , Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and approved on a unanimous favorable vote that the Resolution Regarding Payment of Taxes be approved.

**RESOLUTION REGARDING PENALTY ON DELINQUENT TAXES:**

\*\*\*\*\*  
**RESOLUTION #11 -18**

**A RESOLUTION IMPLEMENTING P.L. 1991, C. 75, AND FIXING THE AMOUNT OF PENALTY ON DELINQUENT TAXES AND OTHER LIENS.**

WHEREAS, P.L. 1991, c. 75, has authorized municipalities to fix by resolution a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 on accounts of the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years who does not pay that delinquency prior to the end of the calendar year; and

WHEREAS, the Mayor and Committee of the Township of East Amwell have decided that the non-payment of taxes is a matter of grave concern to the Township, and that such a penalty is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of East Amwell that the penalty authorized by P.L. 1991, c. 75, be fixed in the amount of six percent (6%) of all taxes due on any delinquency greater than \$10,000.00 which remains unpaid at the close of each calendar year. The Tax Collector is authorized to calculate the amount of any such penalty and to add the amount of the penalty to the other municipal charges and liens owing as to any given parcel at the end of the calendar year.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews , Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and carried by a unanimous favorable vote, approving the resolution.

**RESOLUTION AUTHORIZING CANCELLATION OF PROPERTY TAX CREDITS AND DELINQUENCIES:**

\*\*\*\*\*  
**RESOLUTION #12 - 18**

WHEREAS, the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, has been informed by the Tax Collector that from time to time there are property tax credits or delinquencies on certain properties located within the Township of East Amwell, and

WHEREAS, pursuant to N.J.S.A. 40A:5-17.1, a resolution may be adopted by the governing body of a municipality authorizing a municipal employee to process without further action on the part of the governing body the cancellation of any property tax credit or delinquency of less than \$10.00;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Tax Collector be authorized to cancel any property tax credit or delinquency of less than \$10.00 without further action on the part of the Township Committee and that such action be noted in the Tax Duplicate for the Township of East Amwell.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously by favorable vote.

**RESOLUTION FOR RETURNED CHECKS:**

The Tax Collector contacted the NJ Division of Local Government Services today, and statutorily, the amount of \$20.00 is the current amount that can be collected for dishonored checks.

\*\*\*\*\*

**RESOLUTION #13-18**

WHEREAS, the Township of East Amwell may charge a fee for returned checks,

AND, WHEREAS, it is the desire of the Township of East Amwell to collect such a fee,

THEREFORE, be it resolved by the Township of East Amwell, Hunterdon County, State of New Jersey, to set a fee of \$20.00 payable to the Township for dishonored checks to the Municipality for taxes and/or other fees.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to approve the resolution for returned checks.

**RESOLUTION TO AUTHORIZE THE FILING OF CORRECTIVE APPEALS**

\*\*\*\*\*

**RESOLUTION #14-18**

WHEREAS the Hunterdon County Board of Taxation has been advised by the Attorney General's Office that the Municipal or Tax Attorney should file tax appeals on behalf of the municipality; and

WHEREAS, the Hunterdon County Board of Taxation will no longer accept tax appeals from Municipal Tax Assessors as was permitted in the past provided a resolution was adopted;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and the Township Committee of the Township of East Amwell that the Township Attorney is authorized to file tax appeals and settlement stipulations on behalf of the Township of East Amwell pursuant to this resolution; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Hunterdon County Board of Taxation with advice copies to the Township Attorney and the Tax Assessor.

By Order of the Township Committee,

\_\_\_\_\_

Tim Mathews, Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted by unanimous favorable vote that the Resolution to Authorize the Assessor to File Corrective Appeals be approved.

RESOLUTION NAMING OFFICIAL DEPOSITORIES:

\*\*\*\*\*

RESOLUTION #15-18

WHEREAS, N.J.S.A. 40A:5-17 mandates that the governing body of a municipal corporation shall, by resolution adopted by a majority vote of the full membership thereof, designate a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of East Amwell, County of Hunterdon, State of New Jersey, that the Treasurer and the Assistant Treasurer with the Treasurer's consent be designated as Custodian of all funds of this municipality and is directed to deposit such funds in one or more of the following financial organizations pending investment or reinvestment thereof:

- TD Bank
- State of New Jersey Cash Management Fund
- PNC Bank
- Northfield Bank

BE IT FURTHER RESOLVED that prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Treasurer a statement indicating that the bank is covered under the Government Units Deposit Protection Act (R.S. 17:9-4).

By Order of the Township Committee

\_\_\_\_\_  
Tim Mathews, Mayor

\*\*\*\*\*

Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted on unanimous favorable vote approving the Resolution Naming Official Depositories.

RESOLUTION AUTHORIZING INVESTMENT OF IDLE FUNDS AND TRANSFER OF FUNDS

\*\*\*\*\*

RESOLUTION #16-18

WHEREAS, it is necessary to transfer funds by wire for investment of idle funds in legal investment vehicles, and to occasionally wire funds to pay current and/or capital expenses;

WHEREAS, it is necessary to make inter-fund transfers between bank accounts of the Township of East Amwell;

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Treasurer and the Assistant Treasurer are hereby authorized to request bids and to award bids for the investment of idle funds solely in legally authorized investment vehicles to the investing institution, and

BE IT FURTHER RESOLVED that the Treasurer and/or Assistant Treasurer are hereby authorized to make inter-fund transfers, to transfer funds by wire, or by check solely for the following purposes and subject to all pertinent regulations:

1. Inter-fund transfers to or from Township checking accounts to other Township accounts.
2. Transfers to or from Township checking accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Township of East Amwell.

- 3. To or from Township checking accounts to pay current or capital expenses.
- 4. To or from Township accounts to fund land acquisition closings.

By Order of the Township Committee,

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Tim Mathews , Mayor

\*\*\*\*\*  
 Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted on unanimous favorable vote that the Resolution Authorizing investment of Idle Funds or Transfer of Funds be approved.

RESOLUTION AUTHORIZING SIGNATURES ON TOWNSHIP BANK ACCOUNTS:

\*\*\*\*\*

R E S O L U T I O N #17-18

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the following accounts be deposited in the Northfield Bank through 2017 and checks drawn against these accounts be signed as follows:

- Petty Cash Fund by Teresa R. Stahl, Township Clerk, or Pamela Dymek, Deputy Clerk;
- Current Fund, Capital Account, Animal Control Trust Fund, Escrow Trust Account, Housing Trust Account, Federal and State Grant Account, Open Space Recreation, Farm and Historic Trust Preservation Fund, Payroll Account, Unemployment Compensation Fund, Green Acres, by any three of the following people:  
 Tim Mathews, Mayor; Richard Wolfe, Deputy Mayor; David Wang-Iverson, Committee; Teresa R. Stahl, Clerk; Pamela Dymek, Deputy Clerk,  
 Margaret Pasqua, CFO; Charlene Santo, Assistant Treasurer
- Deposits for the Redemption of Tax Sale Certificates by Mary Hyland, Tax Collector or Pamela Dymek, Assistant Tax Collector, or Margaret Pasqua, CFO  
 Assistant Treasurer Charlene Santo
- Municipal Court General Account, Municipal Court Bail Account, Municipal Court OE Account by Cindy Hooven, Court Administrator or Pam Williamson, Deputy Court Administrator
- Public Assistance I and Public Assistance II Bank Accounts by Helen Kuhl, Director of Public Assistance, or Margaret Pasqua, CFO, or Charlene Santo, Assistant Treasurer
- Employee Flexible Spending Account by Margaret Pasqua, CFO, or Charlene Santo, Assistant Treasurer, or Teresa Stahl, Clerk

By Order of the Township Committee,

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Tim Mathews, Mayor

\*\*\*\*\*  
 Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted on unanimous favorable vote that the Resolution Authorizing Signatures on Township Bank Accounts be approved.

RESOLUTION AUTHORIZING THE TREASURER TO ISSUE CERTAIN CHECKS:

\*\*\*\*\*

R E S O L U T I O N #18-18

WHEREAS the East Amwell Township Committee may approve the payment of bills at any scheduled meeting of each month, and properly approved vouchers must be submitted no later than the Monday prior to the meeting;

WHEREAS the East Amwell Township Committee might be prevented from holding a regularly scheduled meeting due to some unforeseen emergency,

WHEREAS it is the intent of the Township Committee to provide payroll checks for all personnel at regular intervals and

WHEREAS it is necessary for certain funds to be paid to the State of New Jersey for Employee and Dependent health benefits coverage, PERS, deferred compensation, utility bills and lease bills and debt service by specific dates,

WHEREAS it is the intent of the Township Committee to pay local taxes to the East Amwell Board of Education, Hunterdon Central High School and The County of Hunterdon at regular intervals, and

WHEREAS due to unforeseen circumstances a regular meeting may be canceled due to not obtaining a quorum; and

WHEREAS, due to the nature of certain bills, claims, and invoices and the timing of particular meetings of the Township Committee, certain bills, claims, and invoices should be paid when presented which are statutory and/or regular in nature, rather than be held for the next meeting of the Township Committee due to the nature of such;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Treasurer be authorized to prepare and the Mayor, Deputy Mayor or a Committee member; the Township Clerk or the Deputy Clerk; and the Treasurer or Assistant Treasurer be authorized to sign the following checks or wire transfer funds:

- A. Payroll checks will be issued every two weeks, starting with January 11, 2018. Department of Public Works employees will receive 80 hours of pay and any overtime incurred during the two week period upon submission of a time card verified by the Department of Public Works Superintendent.
- B. Transfer of Funds, including employee and employer contributions and fees, to the New Jersey Employee and Dependent Health Benefits coverage, Deferred Compensation to Lincoln Financial, DCRP, and PERS and Employee Flexible Spending on a timely basis.
- C Checks payable to the East Amwell Board of Education, Hunterdon Central High School, Board of Fire Commissioners, and the County of Hunterdon on a timely basis.
- D. Checks or wires payable to utilities, lease companies and debt service payments to insure payments made by specific dates.
- E. The Township Committee approves of and hereby authorizes the Chief Finance Officer of the Township of East Amwell to make payments between meetings of all bills, claims, and invoices, on a discretionary basis, in order to comply with statutory requirements regarding prompt pay; and

BE IT FURTHER RESOLVED that the Treasurer shall include a statement of the issuance of such checks as listed above as part of the Financial Report/Bill List presented at the next regularly scheduled meeting.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted on unanimous favorable vote that the Resolution Authorizing the Treasurer to Issue Certain Checks be approved.

**RESOLUTION TO ESTABLISH THE PETTY CASH FUND**

\*\*\*\*\*  
RESOLUTION #19-18

WHEREAS, the provisions of N.J.S.A 40A:5-21, authorizes the establishment of a Petty Cash Fund in any municipality or county by application and resolution, and

WHEREAS, it is the desire of the Township of East Amwell, County of Hunterdon to establish such a fund for the Clerk’s Office in the amount of \$150.00 with the fund being used to pay claims for small miscellaneous expenses only; and

WHEREAS, the custodian, Teresa Stahl, shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Township Committee hereby re-authorizes such action and that this account was previously approved by the Director of the Division of Local Government Services.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted on unanimous favorable vote to approve the resolution establishing the petty cash fund.

**RESOLUTION FOR CASH MANAGEMENT PLAN**

\*\*\*\*\*

**RESOLUTION #20-18**

WHEREAS, N.J.S.A. 40A:5-14 requires that every local unit adopt a Cash Management Plan, and

WHEREAS, the primary objectives of the plan are to preserve the safety of Public funds, seek investment instruments that offer liquidity and maximize interest revenue through use of authorized legal depositories and approved investment instruments,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the East Amwell Township, County of Hunterdon, State of New Jersey that the following Cash Management Plan for East Amwell Township be adopted, superseding previous plans.

**EAST AMWELL TOWNSHIP**  
**CASH MANAGEMENT PLAN**

**INTRODUCTION**

The New Jersey “Local Fiscal Affairs Law”, N.J.S.A. 40A:5-14 requires that every local unit adopt a Cash Management Plan and shall deposit its funds pursuant to that plan. The primary objective of the plan are to preserve the safety of public funds, seek investment instruments that offer liquidity and maximize interest revenue through use of authorized legal depositories and approved investment instruments.

**I. AUTHORITY**

a. Township Committee of East Amwell Township, County of Hunterdon.

b. Delegation of Authority – Authority to implement the investment program is granted to the Chief Financial Officer. The Chief Financial Officer shall act in accordance with the requirements of the Cash Management Plan, New Jersey Statutes and proper use of internal controls. No other persons may engage in investment transactions except for those subordinate officials of the Chief Financial Officer.

**II. STATEMENT OF POLICY**

It shall be the policy of East Amwell Township, County of Hunterdon to adopt a Cash Management Plan, and to authorize the Chief Financial Officer to administer said Plan, for the purpose of deposit and investment of the maximum of available funds in interest bearing instruments. The investment instruments shall be safe, liquid and offer market yields.

Safety of principal is the foremost objective of the Cash Management Plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital.

The utilized investment instruments shall remain sufficiently liquid to meet all operating cash requirements that may be reasonably anticipated.

Investments shall be planned with the objective of attaining a market rate, while taking into account legal restriction, risk and liquidity. Return on investment is of secondary importance compared to safety.

### **III. DEFINITIONS**

“Arbitrage” refers to the rules and regulations governing the issuance of Bonds or Notes and the reinvestment of the proceeds at a higher yield. These regulations are promulgated by the Internal Revenue Service, regulation 1.103.

“Cash Management Fund” is the New Jersey Cash Management Fund. This Fund is one of a number of funds invested by the New Jersey Division of Investments of the Department of Treasury under the jurisdiction of the State Investment Council. The Fund is authorized to receive and invest local unit funds pursuant to N.J.S.A. 40A:5-14.

“Certificate of Eligibility” is the certification issued by the New Jersey Department of Banking, Division of Banking that a public depository is eligible to act as a depository for public funds and qualifies as a participant in the New Jersey Governmental Unit Deposit Protection Act, GUDPA.

“Compensating Balance Account” is a bank account at an eligible depository which pays no interest or interest lower than ½ of 1 percent of maximum, in return for specific services, for example check sorting, payroll services, wire transfers and other services.

“Eligible Public Depositories” is a Banking or Savings and Loan Association with a current certificate of eligibility from the State Banking Department. East Amwell Township shall designate said depositories, by resolution of the governing body on January 1<sup>st</sup> of each year in accordance with N.J.S.A. 40A:5-14.

“Eligible Securities” are those investment instruments authorized by N.J.S.A.40A: 5-15.1.

“Interest Bearing Account” is an account or time deposit in an eligible public depository, earning interest, or any deposit in the State of New Jersey Cash Management Fund.

### **IV. STANDARDS OF CARE**

1. The standard of prudence to be used by those delegated to effect investment transactions on behalf of East Amwell Township shall be the “prudent person” standard. Investments shall be made with judgment and care, under circumstances the prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs. Investments shall not be for speculation.

2. Employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their eligibility to make impartial decisions. Employees shall disclose any material interest in financial institutions with which business is conducted and they shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of East Amwell Township.

3. The Chief Financial Officer is responsible for establishing and maintaining internal controls. The controls should ensure that the assets of East Amwell Township are protected from loss, theft or misuse.

### **V. PROCEDURES FOR RECEIPT OF MONIES**

1. Department Procedures

A. Department Directors will ensure that a receipt is issued in duplicate for all transactions. A copy of the receipt shall be given to the paying party and the duplicate maintained by the issuing department. The receipts shall be pre-numbered, or sequentially numbered if computer generated.

B. All monies collected or received from any source by or on behalf of the Township, Department, or any Board thereof, shall be forwarded to the Division of Finance - Treasurer within forty-eight (48) hours of receipt of receipt.

C. The Division of Finance will prepare collected revenues for deposit to the designated legal depository.

D. All monies received shall be placed in a secure place until forwarded for deposit within forty-eight (48) hours of receipt.

E. No department, division, or agencies shall engage in the practice of cashing checks with public funds. Cashing of employee pay checks is included in this prohibition.

## 2. Chief Financial Officer

A. All monies collected or received from any source by or on behalf of the Township shall be deposited within forty-eight (48) hours of receipt of designated banks.

B. Ensure that all monies deposited are in an interest bearing account(s).

C. Where compensating balances are used to offset bank expenses, an agreement between the bank(s) and the Township shall be executed and reviewed annually.

D. The Chief Financial Officer shall make recommendations of legal public depositories to the Township Council who shall by resolution designate said depositories at the annual reorganization meeting of the Council. The list of authorized depositories may be amended at any time during the year.

E. Maturity of Investments – Investments shall be limited to maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of the State Statute or promulgated regulations.

F. Investment Securities – The Chief Financial Officer has the responsibility to determine which investments instruments are best suited for the Township. However, The Chief Financial Officer shall be authorized only to invest in securities permitted by New Jersey State Statute. No investment shall be made in any depository that does not meet current Federal minimum standard for Leverage Ratio, Tier 1 and Tier 2 Capital Ratio.

Presently, a local unit may permit investments in such institutions as permitted in Section 4 of P.L. 1970, Chapter 236 (6.17:19-44) and other instruments specified as follows:

Mutual Funds backed by the United States Government Obligations

United States Treasury Bills (T-Bills)

Municipal Bonds or Notes

Commercial Bank Deposits and Certificates of Deposit

Repurchase Agreements

Investment in Savings and Loan Associations

United States Government Agency and Instrumentality Obligations

State of New Jersey Cash Management Fund

School District Obligations

All designated depositories must conform to all applicable State statutes concerning depositories of public funds, and all depositories shall obtain the highest amount possible F.D.I.C. and /or F.S.L.I.C. coverage for all municipal assets.

**VI. FUNDS EXCLUDED FROM INVESTING**

The following types of funds are not required to be placed in interest bearing account:

- 1. Petty cash funds
- 2. Cash drawn from a Federal Agency under a letter of credit which has to be paid out within 5 working days to a vendor.
- 3. Deposit, retainage, or amounts posted by way of bond, held by the local unit for such things as faithful performance, if the local unit would be required by law to pay back any interest earned to the provider of the deposit, except where the local unit is required by law or court decision to invest in funds.
- 4. Amounts derived from the sale of bonds or notes, only to the extent that a specific written opinion of bond counsel states that the earning of (full) interest would result in the bonds or notes being classified as an arbitrage (not federally tax exempt) issued pursuant to Federal regulations to the extent that sum interest is allowable, it shall be deposited at such a rate if such rate is obtainable.

**VII. TOWNSHIP AUDITOR**

- 1. The Township investment practices and the agreement of banking services and compensation thereof shall be reviewed by the Township Auditor as part of the annual audit, as required by the N.J.S.A. 40A:5-4. Where a conflict exists between this Cash Management Plan and State statute the applicable statute shall govern.

**VIII. SURETY BONDS**

- 1. The Chief Financial Officer shall be covered by a surety bond. During the annual audit the municipal Auditor shall examine said bond to determine that proper coverage is in effect.
- 2. Staff members of the Division of Finance shall be covered by a Public Employee Faithful Performance Bond (Blanket Bond) in the minimum of \$1,000,000.00.

**IX. REPORTING**

1. The Chief Financial Officer in accordance with N.J.S.A. 40A:5-14 shall prepare a written monthly investment report and submit same to the Township Council. The summary report will be prepared in the manner which will allow the Township Council and the administration to ascertain whether investment activities during the reporting period have conformed to the Cash Management Plan. The report shall set forth each organization holding local unit funds, the amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fee incurred, and market value of all investments as of the report date. Such written report shall be included in the minutes of a regular Township Council meeting.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to approve this resolution.

**RESOLUTION TO AUTHORIZE THE USE OF THE MUNICIPAL BUILDING:**

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**RESOLUTION # 21-18**

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of

Hunterdon, State of New Jersey, that the Township Clerk is hereby authorized to schedule use of the Municipal Building meeting rooms by community groups subject to 72 hours advance, written notice and the requested date does not conflict with the regular meeting schedule of any Township Board or Committee.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

\*\*\*\*\*  
Motion by Mr. Miller, seconded by Mr. Ostrander, and adopted on unanimous favorable vote that the Resolution.

RESOLUTION AFFIRMING CIVIL RIGHTS POLICY

Mayor Mathews explained that this resolution and the next one (benefits resolution) are being proposed for adoption subject to review and amendment following an evaluation of the Administrator’s duties. He added that there will be a review of the Administrator’s duties, and as a phase two of the work that Mr. Ostrander and Mr. Wang-Iverson did earlier on the position, they were being asked to look at the job and go through these resolutions and other policies to look for gaps. This will be discussed at the January 11<sup>th</sup> meeting.

+++++  
RESOLUTION #22-18

A RESOLUTION TO AFFIRM THE TOWNSHIP OF EAST AMWELL’S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS.

WHEREAS, it is the policy of the Township of East Amwell to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the governing body of the Township of East Amwell has determined that certain procedures need to be established to accomplish this policy.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Committee of the Township of East Amwell that:

Section 1: No official, employee, appointee or volunteer of the Township of East Amwell by whatever title known, or any entity that is in any way a part of the Township of East Amwell shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person’s constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the (local unit type)’s business or using the facilities or property of the Township of East Amwell.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Township of East Amwell to provide services that otherwise could be performed by the Township of East Amwell.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Mayor or his designee shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Mayor or his designee shall establish written procedures that require all officials, employees, appointees and volunteers of the Township of East Amwell as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Mayor or his designee shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Mayor or his designee shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Township of East Amwell. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Township's web site.

Section 9: This resolution shall take effect immediately.

By Order of the Township Committee,

\_\_\_\_\_  
Tim Mathews, Mayor

+++++  
Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to approve this resolution.

2018 BENEFITS RESOLUTION (May be Amended at future date)

+++++  
RESOLUTION # 23-18

2018 East Amwell Benefits Schedule

SECTION ONE: Sections ONE, TWO, and THREE pertain only to the Department of Public Works. All Public Works employees shall be paid time and one half per hour for time worked in excess of the regular forty hours per week. Holiday, vacation, and personal leave time shall be considered as time worked for computing overtime.

A sick day will be considered from 7:00 a.m. - 3:30 p.m. Employees that are on sick leave will not be called to report for work. Employees who are substantially sick or on medication that may affect their judgment or performance will not be permitted to work.

SECTION TWO: For working a holiday, all public works employees shall be paid regular 8 hours pay, plus 1 ½ times their hourly rate for hours worked. The DPW Superintendent will receive approval from the Mayor prior to authorizing any work on holidays. If the Mayor cannot be reached the DPW Superintendent will get approval of the Deputy Mayor, or Department of Public Works' Liaison, prior to authorizing this overtime. If none are available, the DPW Superintendent will document in writing his/her attempts to make these notifications and will then have the authority to call in the employees.

SECTION THREE: All full-time Department of Public Works employees will be reimbursed up to \$150 per quarter or part thereof that they work in a calendar year (\$600.00 per year) for work clothes in addition to their regular salary. The Superintendent of Public Works will pre-

approve the type and quantity of work clothes to be purchased and reimbursed. Appropriate receipts must be submitted to the Treasurer for reimbursement.

**SECTION FOUR:** Employees will receive a mileage allowance at the rate of \$ 0.545 per mile, subject to the submission of a properly approved voucher to the Treasurer. Mileage shall be computed while on official township business and not for commuting back and forth to work. Mileage shall be computed round trip from home to job site or from municipal building to job site - using the lesser distance.

**SECTION FIVE:** For attendance at special meetings, even if they precede a regular meeting, and attendance at any other meeting other than the regular monthly Township Committee meeting, the municipal clerk shall be granted compensatory time. The Court Administrator is entitled to compensatory time for night court sessions and police call outs outside of her normal (8:30AM-3:00PM) working hours.

**SECTION SIX:** Substitute secretarial services for board and committees shall be compensated at the current pay rate for the employee performing the substitute secretarial services or \$16.00 per hour, whichever is higher.

**SECTION SEVEN:** Full time for office staff shall be considered 30 hours or more per week, Public Works employees 40 hours, excluding temporary help, and seasonal workers. Overtime is over 40 hours, which will be compensated at a rate of time and one half, subject to approval of the DPW Superintendent for DPW employees or the Township Administrator for all other employees.

**SECTION EIGHT:** A) All employees referenced in Section Seven as full time and receiving a salary and/or working an average of 30 hours per week for East Amwell Township, will be entitled to apply for full hospitalization coverage.

For the purposes of medical benefits all previously (prior to 2004) qualified employees are grandfathered under the benefits schedule.

B) Employees identified as those in Section Seven and Section Eight shall be entitled to receive short-term disability insurance and participate in the State Dental Plan with the Township paying 50% of the premium cost. Part-time employees meeting the State compensation thresholds for short term disability will also be enrolled in the short term disability plan.

**SECTION NINE:** Hourly employees working an average of 20 hours, but not considered full time, will receive pay for the number of hours normally scheduled for a holiday that falls on their regular work day. Employees that work outside of Township business hours or do not work regularly scheduled days are not entitled to holiday day.

**SECTION TEN:** DPW personnel and employees considered full-time shall be entitled up to 5 bereavement days (death of a spouse or partner, child, parent or sibling) and 3 for grandparents, mother- or father-in-law and sister- or brother-in-law with full salary paid. Part-time employees working an average of 20 hours, will be granted bereavement leave for the hours scheduled during the 5 day or 3 day period based on the above categories. Bereavement leave will be granted within these guidelines from date of death through the date of the funeral. Extenuating circumstances will be considered on a case by case basis by the Township Administrator for use outside of these parameters. Employees working less than 20 hours per week will be granted time off without pay or penalty.

**SECTION ELEVEN:** An employee's request for a vacation or "leave of absence" of up to two consecutive calendar weeks will be considered by the Township Administrator. A request for more than two consecutive calendar weeks will require Township Committee approval and must be submitted in a timely fashion for consideration. Such request will be treated on an individual basis, based on the circumstances as they exist at the time of the request, such as available personnel for coverage.

**SECTION TWELVE:** A) All full-time employees and regularly scheduled part-time employees working at least six hours a week during business hours are eligible for vacation, sick days and personal days. Annual vacations are based on the calendar year and are determined by number

of scheduled work days per week and length of service, and are accrued as follows. For purposes of calculating vacation time for part time employees, 6 hours ordinarily equals one day. Employees with a shorter regular work day will use the hours normally worked in a day to compute this benefit time. Part-time employees who are regularly scheduled and work in-office every workday will use “5” as the number of days worked for vacation, sick and personal purposes within the matrix. Reimbursement for these benefit days will only be for the number of hours regularly scheduled on a workday.

| <u>Years Of Service</u>   | <u>Days Worked Per Week</u> | <u>Sick Days</u> | <u>Vacation Days</u> | <u>Personal Days</u> |
|---|-----------------------------|------------------|----------------------|----------------------|
| <u>Year 1</u><br>Hired Between<br>January 1 <sup>st</sup> and<br>March 31 <sup>st</sup> | 5                           | 5                | 8                    | 3                    |
|   | 4                           | 4                | 6                    | 2½                   |
|   | 3                           | 3                | 4                    | 2                    |
|   | 2                           | 2                | 2                    | 1½                   |
|   | 1                           | 1                | 0                    | 0                    |
| Hired Between<br>April 1 <sup>st</sup> and June<br>30 <sup>th</sup>                     | 5                           | 3                | 6                    | 2                    |
|   | 4                           | 2                | 4                    | 1 ½                  |
|   | 3                           | 1                | 2                    | 1                    |
|   | 2                           | 0                | 0                    | 0                    |
|   | 1                           | 0                | 0                    | 0                    |
| Hired Between<br>July 1 <sup>st</sup> and<br>September 30 <sup>th</sup>                 | 5                           | 2                | 4                    | 2                    |
|   | 4                           | 1                | 2                    | 1½                   |
|   | 3                           | 0                | 0                    | 1                    |
|   | 2                           | 0                | 0                    | 0                    |
|   | 1                           | 0                | 0                    | 0                    |
| Hired During 4 <sup>th</sup><br>Quarter   | 0                           | 0                | 0                    | 0                    |

| <u>Years of Service</u>   | <u>Days Worked Per Week</u> | <u>Sick Days</u> | <u>Vacation Days</u> | <u>Personal Days</u> |
|---|-----------------------------|------------------|----------------------|----------------------|
| Beginning January<br>1 <sup>st</sup> into Second<br>Calendar Year Of<br>Employment<br>2-5 Years | 5                           | 5                | 10                   | 3                    |
|   | 4                           | 4                | 8                    | 2 ½                  |
|   | 3                           | 3                | 6                    | 2                    |
|   | 2                           | 2                | 4                    | 1 ½                  |
|   | 1                           | 1                | 2                    | 0                    |
| 6-10 Years  | 5                           | 5                | 13                   | 3                    |
|   | 4                           | 4                | 10                   | 2 ½                  |
|   | 3                           | 3                | 8                    | 2                    |
|   | 2                           | 2                | 5                    | 1 ½                  |
|   | 1                           | 1                | 3                    | 1                    |
| 11-17 Years   | 5                           | 5                | 15                   | 3                    |
|   | 4                           | 4                | 12                   | 2 ½                  |
|   | 3                           | 3                | 9                    | 2                    |
|   | 2                           | 2                | 7                    | 1 ½                  |
|   | 1                           | 1                | 5                    | 1                    |

|             |   |   |    |     |
|-------------|---|---|----|-----|
|             | 5 | 5 | 18 | 3   |
|             | 4 | 4 | 15 | 2 ½ |
|             | 3 | 3 | 11 | 2   |
|             | 2 | 2 | 9  | 1 ½ |
| 16-20 Years | 1 | 1 | 7  | 1   |
|             | 5 | 5 | 20 | 3   |
|             | 4 | 4 | 18 | 2½  |
|             | 3 | 3 | 15 | 2   |
|             | 2 | 2 | 11 | 1½  |
| 21-25 Years | 1 | 1 | 9  | 1   |
|             | 5 | 5 | 25 | 3   |
|             | 4 | 4 | 23 | 2½  |
|             | 3 | 3 | 20 | 2   |
|             | 2 | 2 | 16 | 1½  |
| 25+ Years   | 1 | 1 | 14 | 1   |

For vacation purposes, the following personnel’s vacation, sick and personal days are based on the average hours as noted:

|   |                |
|---|----------------|
| Marianne Busher, Tax Assessor                         | 15 Hours       |
| Mary Hyland, Tax Collector                            | 24 hours       |
| Charlene Santo, Assistant Treasurer                   | 12 hours       |
| TBA, Zoning Officer                                   | hours/ days    |
| Katherine Fullerton Farmland/Open Space Administrator | 6 hours/2 days |
| Pamela Williamson, Deputy Court Administrator         | 19 hours       |

B. Employees can carry over a maximum of 5 vacation days until the end of the following calendar year. Vacation days will be lost if not used by that time. The Township Administrator may grant additional short time carry over on a case by case basis for exigent circumstances. Personal days cannot be carried over.

C. At the end of the calendar year, sick days not used may be accumulated up to a maximum of 35 days. Any person leaving the employ of East Amwell Township will not be compensated for any accumulated sick days.

D. A part-time employee may not apply for multiple consecutive vacation days for their regularly scheduled hours without Township Administrator approval. Vacation time is defined as a day when you would normally report to work/call in days.

E. Vacation, Sick and Personal time benefits are not grandfathered under the benefits schedule and are subject to revision, either increased or decreased, due to changes in average hours worked per week.

F. The following table is to be used in conjunction with the longevity table currently contained in the employee policy manual for calculating Vacation, Sick and Personal Days as well as for determining the number of scheduled/posted “in office” days and hours for all office staff.

| Average Hours Worked Per Week | Equivalent Number Of Days Worked For V/S/P Purposes | Minimum Number Of “In Office” Scheduled/Posted Days | Minimum Number Of “In Office” Scheduled/Posted Hours |
|-------------------------------|---|---|--|
| 6-11                          | 1   | 1/2   | 3  |
| 12-17                         | 2   | 1   | 5  |



Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to approve the 2018 Benefits Resolution.

Introduction of the CAP Ordinance is being tabled until the January 11, 2018 meeting when the CFO will be present to provide a detailed explanation of this somewhat confusing ordinance.

**ANNOUNCEMENTS:**

THE 2018 REORGANIZATION MEETING SCHEDULE for boards and committees is listed on tonight's agenda and the bulletin board.

CHRISTMAS TREES may be dropped off at the road department grit yard any day during January (during regular business hours). All trim must be removed.

2018 DOG LICENSES ARE DUE: A Rabies Clinics is scheduled for January 20, 2018 from 1 PM to 4 PM in the garage, and licenses will be mailed.

**COMMENTS BY TOWNSHIP COMMITTEE MEMBERS:**

Committee member David Wang-Iverson congratulated Mr. Mathews and Mr. Miller for their election to the Township Committee and congratulated the New Mayor and Deputy Mayor. He said that he would like to acknowledge all the volunteers in the Township, saying that he spoke last year about the number of volunteers and this year counted 65 volunteers on 11 boards. He said that the role of volunteer is critical to make the Township operate, and the Township could not do it without them.

Mr. Wang-Iverson wanted to recognize some specific volunteers. He said that three years ago, the Clawson House was boarded up and deteriorating, and with the leadership of Barbara Sageser and Jim Davidson, the house is a huge improvement for the village. This improvement would not have been accomplished without Mrs. Sageser and Mr. Davidson. Mr. Wang-Iverson recently spoke with Mr. Davidson, who is collecting furniture for the house and "may have to reconstruct the barn to accommodate all that has been collected."

Mr. Wang-Iverson also recognized Glorianne Robbi, who served on the Farmland/Open Space Preservation Committee for 10 plus years, making the Township a pleasant place to live. He commended Mrs. Robbi for her preservation efforts.

Mr. Wang-Iverson also recognized the "terrific staff," adding that the Planning/Zoning Administrator Maria Andrews has resigned to become Clerk in West Amwell, and he noted that Peter Kneski has retired as Zoning Officer. He added that Ms. Andrews is a 15 year veteran at East Amwell Township, adding that both of the employees were very knowledgeable, professional, and courteous with residents, and they will certainly be missed.

Mr. Wang-Iverson also recognized CFO Margaret Pasqua and her assistant, Charlene Santo, referring to the report from Phoenix Advisors at the last Township Committee meeting regarding the posting of critical documents in a certain time period. He added that Ms. Pasqua joined the Township about three years ago, around October 2014, and it is very clear in the Phoenix report that prior to her arrival, no documents were reported on time. Mr. Wang-Iverson wanted to recognize the work of Ms. Pasqua and Ms. Santo, saying that the finance office was like Clawson House, in a state of shambles, and now they both run a great department. The CFO is a shared service with Holland Township, and Mr. Wang-Iverson has spoke with the Mayor of Holland, who "is very pleased with Margaret." Mr. Wang-Iverson concluded that the Township is very fortunate to have both employees.

Mr. Wang-Iverson concluded by wishing all a happy and healthy new year!

Deputy Mayor Richard Wolfe said that he made promises during the campaign that they would focus on having a fiscally responsible and transparent government. He spoke about going through the budget carefully to avoid tax increases and to explain the budget to people in easy to understand terms. He spoke about having a much more open government, and he recruited

Alison Castellano to upgrade the website to make it user friendly so residents will know what is going on. Deputy Mayor Wolfe spoke about making government user friendly, including providing simple variances, giving an example of someone trying to restore a front porch in East Amwell without costing a fortune. He reiterated being “user friendly,” saying that residents should never lose track that the Township Committee is a conduit for the people. While Township Committee members may have their own views, they are here to do what the Township residents want and to do their will. He said that this is not a dictatorship; it is an open government; that they are “blind to parties and don’t care about parties”; they will appoint the best people for positions, who believe what he articulates as a fiscal, ethical, and open government. Deputy Mayor Wolfe said that this is what they promised and will deliver, and they will be accountable. He thanked the public and wished them a Happy New Year.

Committee Member Kevin Ostrander appreciated the public for coming out tonight, saying that it was nice to see a crowd. Having the Lt. Governor show up was a real treat. Mr. Ostrander spoke about having a year of learning on the Township Committee, on representing the community and not caring about politics. Mr. Ostrander said that “I work for you” and that residents should email him about issues. He added that he takes no salary for this job, and does not want the money. He would like to make East Amwell a better place, and he knows that they all feel that way. He hoped that this comes through, and he looks forward to serving the community.

Mr. Ostrander asked that residents to consider participating as volunteers, saying that is what makes the government work. He said that community members should be encouraged to help and get involved. He reiterated what Mr. Wang-Iverson said about being blessed with a very tenured team of employees with experience and people who are very professional, which he appreciated.

Mr. Ostrander concluded by saying that volunteering is essential, that there are several vacancies, and while there is no pay, it is very important work. He thanked the members of the public for attending.

Committee member Peter Miller said that his colleagues covered the topics, and he wished all a happy and safe new year. He said that he enjoyed meeting a lot of residents, and he was impressed with the number of people who showed up tonight. He looked forward to a happy and productive year.

Mayor Tim Mathews thanked his colleagues for their support. He said that he was committed to them and to the residents to do his best. He said that he was not an expert, but that he would read, study, and learn. Mayor Mathews said that he would need all residents to help him, adding that this is “our community and will move forward in a professional way.”

#### OPEN TO THE PUBLIC:

Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to open to the public.

Nancy Cunningham, 14 Wertsville Road, asked for specific examples of how the Township was not fiscally responsible and not transparent to our citizens.

Deputy Mayor Wolfe spoke about an increase in taxes of 16% in two years and a 10% tax increase and a corrected illegal budget; he said to go back to 2014 and see where the money went. He said that the open space trust fund was raided for many years with a fund of \$1.1 Million Dollars taken illegally and the fund now has only \$550,000, with two thirds of it raided under the cover of darkness.

Ms. Cunningham said that was ridiculous. Deputy Mayor Wolfe said that the purposes that the fund was used for were not legal. Ms. Cunningham said that the money was used for farmland, open space, payment of debt, maintenance of fields, adding that Mr. Mathews, Mr. Miller voted on some spending, and Mr. Reid voted for the referendum. She asked what she was missing. Mayor Mathews mentioned that Mr. Reid is no longer here.

Deputy Mayor Wolfe said that Ms. Cunningham and her colleagues, including Les Hamilton and Andrea Bonette, told the public that the money would only be used for farmland, and \$1.1 Million Dollars was used for non-farmland preservation. He also mentioned that this matter was reported to the state, adding that lies were told.

Mayor Mathews thanked Ms. Cunningham for her comments.

Frances Gavigan, 123 Wertsville Road, has been to a lot of meetings and has been around all of the people at this meeting, and she said that there was six months until the next election cycle. She said that the Clerk could attest that Ms. Gavigan has looked through years of minute books, making copies with a portable scanner and going back to that time in history. Ms. Gavigan added that in reality, something good came from this, adding that Mr. Wang-Iverson did a lot of work to see where the money was spent. She added that this was not how it should have been done, that there was a public forum and people thought that the money would be used for something, but it was used for something else. Ms. Gavigan spoke about a transparency issue and she was busy commuting to Maryland at the time or would have known more about it.

Ms. Gavigan said that everyone is sick of stories being spun; suggested getting cameras for boards/committees; asked for audios of more boards on the website; and asked for more transparency, and a more user friendly website. She said that improvement is a process and things are getting better. She commented on being Irish and “each generation being less screwed up.”

Ms. Gavigan suggested focusing attention on the needs of the community, adding that it was necessary to work with what you have. She said that two people can have differences in opinions of facts but it was important to focus on the big picture. Ms. Gavigan concluded that everyone should focus and take care of business and be nice to one another. She concluded that “you’ve done a good job,... has not always agreed with you, ... and treat everyone respectfully.”

Ann del Campo, Stoney Brook Meadow Farm, said that this was her 20<sup>th</sup> year in East Amwell and she thanked the Committee for everything. She spoke about the last 10-15 minutes with all the passion and ideas in the township, and she asked that they harness each and every person’s opinions and be harmonious. She appreciated Mr. Wang-Iverson’s comments about thanking everyone. She acknowledged that it was hard to run for public office, adding that she tried to do that with Andy Reid, and it was a lot of work.

Ms. del Campo congratulated the Township Committee members and again suggested bringing harmony and harness passion in the Township, adding that East Amwell is a wonderful place to live.

Motion by Mr. Miller, seconded by Mr. Ostrander, and carried unanimously to close to the public.

**ADJOURNMENT:** With no additional business to conduct, the meeting adjourned at 9:07 p.m. on a motion by Deputy Mayor Wolfe, seconded by Mr. Miller, and carried by unanimous favorable vote.

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Teresa R. Stahl, RMC/CMC  
Municipal Clerk