

The regular meeting of the East Amwell Township Committee was called to order at 7:30 p.m. Present were Mayor Tim Mathews, Deputy Mayor Richard Wolfe, and Committee members David Wang-Iverson and Peter Miller. Committee member Kevin Ostrander was absent.

In compliance with the Open Public Meetings Act, Municipal Clerk Teresa R. Stahl announced that this is a regularly scheduled meeting, pursuant to the resolution adopted on January 2, 2018, with a meeting notice published in the Hunterdon County Democrat issue of January 11, 2018. A copy of the agenda for this meeting was forwarded to the Hunterdon County Democrat, Times of Trenton, Star Ledger, Courier News, posted on the bulletin board, and filed in the Clerk's Office on February 20, 2018.

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

AGENDA REVIEW

Two items of correspondence were added: 2/6 NJ Department of Transportation Letter to NJ State Historic Office regarding Route 31 Pavement Resurfacing and 2/21 League of Municipalities' Legislative Alert re: Bill to Transfer PRFS to a Labor-Management Board Before Senate.

Mayor Mathews said that he would like to defer bill payment (item 17A) until the March 8 meeting when Mr. Ostrander is present. Some comments were made about the bills, including utility bills that are due soon. It was acknowledged that the Treasurer is able to pay these bills between meetings. The bill list for tonight was tabled until March 8.

ANNOUNCEMENTS

Municipal Clerk's Office Hours on Tuesday evenings are changed from 6:30 p.m. to 8 p.m. to 6:00 p.m. until 7:30 p.m., effective January 30, 2018 The Tax Collector also changed her Tuesday evening hours, during collection period only, to 6:00 p.m. – 7:30 p.m. The Tax Assessor's Tuesday night hours are now 5:00 p.m. – 7:30 p.m., and the Zoning Officer posted Tuesday hours from 4 p.m. – 6:30 p.m.

Dog Licenses are now due. Fees are \$12 for neutered animals and \$15, if not. Beginning on March 1, there is a late fee of \$25 per dog. Contact 908-782-8536 x10 for more information or see the website (www.eastamwelltownship.com)

A Comcast Representative will be attending the following 2018 Township Committee Meetings: March 8; June 14; September 13; December 13.

Hunterdon County Utilities posted these two up-coming events: Hazardous Waste Collection on March 10 and Computer Collection on April 10 from 9 a.m. – 1 p.m. at the County Complex on Route 12 in Flemington. Contact 908-788-1110 for further information.

UPDATE FROM THE CFO

CFO Margaret Pasqua was present.

PERMANENT BONDING RESOLUTION – Bond Counsel John Cantalupo was present during this discussion. His office prepared a resolution for signature.

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RESOLUTION #37-18

RESOLUTION PROVIDING FOR THE COMBINATION OF CERTAIN ISSUES AND DETERMINING THE FORM AND OTHER DETAILS OF THE OFFERING OF \$1,313,000 GENERAL OBLIGATION BONDS, SERIES 2018, OF THE TOWNSHIP OF EAST AMWELL, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF EAST AMWELL, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AS FOLLOWS:

Section 1. The \$1,313,000 aggregate principal amount of General Obligation Bonds, Series 2018 (the “Bonds”) of the Township, authorized pursuant to the bond ordinances of the Township heretofore adopted and described in Section 2 hereof, shall be combined into a single issue of General Obligation Bonds, Series 2018 in the aggregate principal amount of \$1,313,000 to be issued in one series or multiple separate series aggregating said amount and to memorialize the obligations of the Township.

Section 2. The principal amount of General Obligation Bonds authorized by each ordinance to be combined into a single issue as above provided, the bond ordinances authorizing the Bonds described by reference to the ordinance number, description and date of final adoption, amount of issue and average period of usefulness determined in each of the bond ordinances are respectively as follows:

<u>Ordinance Number</u>	<u>Description and Date of Final Adoption</u>	<u>Amount of Issue</u>	<u>Useful Life</u>
06-12	Township’s Share Of The Cost Of Easements Under The Farmland Program To Be Undertaken Jointly With The County, finally adopted June 8, 2006	\$480,000	40 years
12-12	Township’s Share Of The Acquisition Of Development Easements In Two Farms, Finally Adopted November 8, 2012	\$176,000	20 years
13-02	Acquisition Of A Tractor/Boom Mower, Finally Adopted February 14, 2013	\$65,000	9.5 years
13-07	Acquisition Of A Backhoe And Barn Garage Renovations, Finally Adopted On October 10, 2013	\$150,000	12.65 years
15-02	Acquisition Of New And Additional Vehicular Equipment, Finally Adopted March 12, 2015	\$127,000	5 years
15-07	Improvement of Various Roads, Finally Adopted May 14, 2015	\$315,000	10 years
	TOTAL	\$1,313,000	

Section 3. The following matters are hereby determined with respect to the combined issue of Bonds:

(a) The average period of usefulness, computed on the basis of the amount of Bonds presently authorized to be issued pursuant to each of the bond ordinances and the respective periods or average periods of usefulness therein determined, is not more than 22.102 years.

(b) The Bonds of the combined issue shall be designated “General Obligation Bonds, Series 2018” (or such other designation if such General Obligation Bonds are issued in multiple separate series to memorialize the applicable obligations of the Township) and shall mature within the average period of usefulness hereinabove determined.

(c) The Bonds of the combined issue shall be sold and issued in accordance with the provisions of the Local Bond Law N.J.S.A. 40A:2-1 et seq., as amended and supplemented (the “Local Bond Law”), that are applicable to the sale and issuance of bonds authorized by a single bond ordinance and accordingly may be sold with other issues of bonds.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) None of the Bonds described in Section 2 hereof have been sold or issued heretofore, and the several bond ordinances described in Section 2 have not been rescinded heretofore and now remain in full force and effect as authorizations for the respective amounts of bonds set opposite the descriptions of the bond ordinances set forth in Section 2 hereof.

(b) The several purposes or improvements authorized by the respective bond ordinances described in Section 2 hereof are purposes for which General Obligation Bonds may be issued lawfully pursuant to the Local Bond Law and some of such improvements or purposes, if applicable and permitted by law, a deduction may be taken in any annual or supplemental debt statement.

Section 5. The Bonds shall mature in the principal amounts on March 1 in each of the years as follows:

<u>Year</u>	<u>Principal Amount</u>
2019	\$ 80,000
2020	85,000
2021	90,000
2022	120,000
2023	120,000
2024	140,000
2025	140,000
2026	140,000
2027	135,000
2028	135,000
2029	128,000

The Bonds of this issue are not subject to redemption prior to their stated maturities. The Bonds shall be eleven (11) in number, with one bond certificate being issued for each year of maturity, and shall be designated and numbered GO-1 to GO-11, inclusive.

Section 6. The Bonds will be issued in fully registered book-entry only form, without coupons. One certificate shall be issued for the aggregate principal amount of the Bonds maturing in each year. Both principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York (“DTC”), which will act as Securities Depository (the “Securities Depository”) for the Bonds. The certificates will be on deposit with DTC. DTC will be responsible for maintaining a book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants will be responsible for maintaining records recording the beneficial ownership interests in the Bonds on behalf of individual purchasers. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any integral multiple thereof, except that any bonds in excess of the largest principal amount equaling a multiple of \$5,000 shall be in denominations of \$1,000 or any integral multiple thereof, through book entries made on the books and records of DTC and its participants. The Bonds will be dated the date of delivery and shall bear interest from the date of delivery, which interest shall be payable semiannually on the first day of March and September of each year (each an “Interest Payment Date”), until maturity commencing September 1, 2018, at such rate or rates of interest per annum as proposed by the successful bidder in accordance with the Notice of Sale authorized herein. The principal of and the interest on the Bonds will be paid to the Securities Depository by the Township, or some other paying agent as the Township may designate and appoint, on the maturity dates and due dates and will be credited on the maturity dates and due dates to the participants of DTC as listed on the records of DTC as of each February 15 and August 15 preceding an Interest Payment Date (the “Record Dates”). The Bonds shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer of the Township under

the official seal (or facsimile thereof) affixed, printed, engraved or reproduced thereon and attested to by the manual signature of the Clerk of the Township (the “Clerk” or “Township Clerk”). The following matters are hereby determined with respect to the Bonds:

Date of Bonds	Date of Delivery
Principal Payment Dates:	March 1, 2019 and each March 1 thereafter until maturity
Interest Payment Dates:	Semiannually on each March 1 and September 1 until maturity, commencing September 1, 2018
Place of Payment:	Cede & Co., New York, New York

Section 7. The Bonds shall be substantially in the form set forth in Exhibit A attached hereto with such additions, deletions and omissions as may be necessary for the Township to market the Bonds in accordance with the requirements of DTC, upon advice of Bond Counsel (as hereinafter defined).

Section 8. The Bonds shall be sold upon receipt of electronic proposals on Thursday, March 8, 2018 at 11:00 a.m. by the Mayor or Chief Financial Officer of the Township via the Parity Electronic Bid Submission System (“PARITY”), in accordance with the Notice of Sale authorized herein. The use of the services provided by PARITY and the fees associated therewith are hereby approved. Archer & Greiner P.C., Bond Counsel to the Township (“Bond Counsel”), on behalf of the Clerk of the Township is hereby authorized and directed to arrange for (i) the publication of a summary of such Notice of Sale to be published not less than seven (7) days prior to the date of sale in The Bond Buyer, a financial newspaper published and circulating in the City of New York, New York, (ii) the publication of the full text of such Notice of Sale in the Hunterdon County Democrat, and (iii) the posting of the full text of the Notice of Sale on the website provided by or for PARITY. Pursuant to N.J.S.A. 40A:2-34, the Township hereby designates the Chief Financial Officer as the financial officer authorized to sell and to award the Bonds in accordance with the Notice of Sale authorized herein, and such financial officers shall report in writing the results of the sale to the Township Committee at its regularly scheduled meeting thereafter. The Chief Financial Officer of the Township is hereby further authorized and directed to do and accomplish all matters and things necessary or desirable to effectuate the offering and sale of the Bonds.

Section 9. The Notice of Sale shall be substantially in the form set forth in Exhibit B attached hereto with such additions, deletions and omissions as may be necessary for the Mayor or Chief Financial Officer to market the Bonds, upon advice of Bond Counsel and the Municipal Advisor (as defined herein) to the Township.

Section 10. The Bonds shall have affixed thereto a copy of the written opinion with respect to such Bonds that is to be rendered by Bond Counsel. The Clerk of the Township is hereby authorized and directed to file a signed duplicate of such written opinion in the office of the Clerk of the Township.

Section 11. Bond Counsel is hereby authorized and directed, as applicable, to arrange for the printing of the Bonds and for the printing and electronic posting of the Preliminary Official Statement (as hereinafter defined) and the Official Statement (as hereinafter defined), and any and all fees associated therewith. The Preliminary Official Statement and the Official Statement are hereby authorized to be prepared by Bond Counsel; Suplee, Clooney & Company, Westfield, New Jersey, auditors to the Township (the “Auditor”); Phoenix Advisors, LLC, Bordentown, New Jersey (the “Municipal Advisor”) and other Township officials and professionals, and any such actions undertaken heretofore are hereby ratified and confirmed. Bond Counsel and the Municipal Advisor are each also authorized and directed to arrange for the distribution of the Preliminary Official Statement on behalf of the Township to those financial institutions that customarily submit bids for such Bonds, and any such actions undertaken heretofore are hereby ratified and confirmed. The Mayor and the Chief Financial Officer are each authorized and directed to execute and deliver any certificates necessary in connection with the distribution of the Preliminary Official Statement and the Official Statement. Bond Counsel, the Municipal Advisor,

and the Auditor are further authorized and directed to obtain ratings on the Bonds and to prepare and submit financial and other information on the Township to each rating agency and the preparation and submission of any such application is hereby ratified and confirmed.

Section 12. The Township hereby covenants that it will comply with any conditions subsequently imposed by the Internal Revenue Code of 1986, as amended (the "Code"), to preserve the exemption from taxation of interest on the Bonds, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds, if necessary.

Section 13. The Township is hereby authorized to make representations and warranties, to enter into agreements and to make all arrangements with DTC, as may be necessary to provide that the Bonds will be eligible for deposit with DTC and to satisfy any obligation undertaken in connection therewith.

Section 14. In the event DTC may determine to discontinue providing its services with respect to the Bonds or is removed by the Township and if no successor Securities Depository is appointed, the Bonds which were previously issued in book-entry form shall be converted to Registered Bonds (the "Registered Bonds") in denominations of \$5,000 or any integral multiple thereof, except that any bonds in excess of the largest principal amount equaling a multiple of \$5,000 shall be in denominations of \$1,000 or any integral multiple thereof. The beneficial owner under the book-entry system, upon registration of the Bonds held in the beneficial owner's name, will become the registered owner of the respective Registered Bonds. The Township shall be obligated to provide for the execution and delivery of the respective Registered Bonds in certified form.

Section 15. The Chief Financial Officer is hereby authorized and directed to "deem final" the Official Statement (the "Official Statement") prepared with respect to the issuance of the Bonds and pursuant to the provisions of the Rule (as hereinafter defined) and to execute a certificate regarding same, and any such actions undertaken heretofore are hereby ratified and confirmed. The Chief Financial Officer is hereby authorized and directed to authorize and approve the use and distribution of the Official Statement in preliminary form (the "Preliminary Official Statement") in connection with the offering and sale of the Bonds, and any such actions undertaken heretofore are hereby ratified and confirmed. Upon the sale of the Bonds, the Preliminary Official Statement shall be modified, in consultation with Bond Counsel and the Municipal Advisor, to reflect the effect of the sale of the Bonds and said modified Preliminary Official Statement shall constitute the final Official Statement (the "Final Official Statement"). The Chief Financial Officer is hereby authorized and directed to execute and deliver the Final Official Statement to the purchasers of the Bonds in accordance with the provisions of the Rule, for its use in the sale, resale and distribution of the Bonds, where and if applicable.

Section 16. The final Official Statement to be dated on or about March 8, 2018 (the "Final Official Statement"), prepared with respect to the issuance of the Bonds, is hereby authorized to be executed on behalf of the Township by the Chief Financial Officer, and delivered to the purchaser of the Bonds in connection with the sale, resale and distribution of the Bonds, where and if applicable. The Mayor or Chief Financial Officer of the Township are each hereby further authorized and directed to deliver any certificates necessary in connection with the distribution of the Official Statement.

Section 17. The Township hereby covenants and agrees that it will comply with and carry out all of the provisions of the respective Continuing Disclosure Certificate (the "Certificate") which will set forth the obligation of the Township to file, as applicable, budgetary, financial and operating data on an annual basis and notices of certain enumerated events deemed material in accordance with the provisions of Rule 15c2-12, as amended and supplemented (the "Rule"), promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended and supplemented. The Mayor or Chief Financial Officer of the Township are each hereby authorized and directed to execute and deliver the Certificate to the purchasers of the Bonds, evidencing the Township's undertaking with respect to the Rule. Notwithstanding the foregoing, failure of the Township to comply with the Certificate shall not be considered a default on the Bonds, as applicable; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandamus or specific performance, to cause the Township to comply with its obligations hereunder and thereunder.

Section 18. The Mayor or Chief Financial Officer of the Township are each hereby authorized and directed to sell the aforesaid Bonds and to determine all matters in connection with the Bonds (including adjusting the maturity schedule or any other matters set forth in this resolution that are deemed necessary and advisable to change by the Mayor or Chief Financial Officer of the Township prior to the sale or closing of the Bonds, all in consultation with Bond Counsel, the Municipal Advisor and the Auditor), and the manual or facsimile signature of the Mayor or Chief Financial Officer of the Township upon any documents shall be conclusive as to all such determinations. The Mayor, Chief Financial Officer, Clerk of the Township and any other Township Official or professional, including, but not limited to Bond Counsel, the Municipal Advisor, the Auditor, the Township Engineer and the Township Attorney (collectively, the "Township Officials"), are each hereby authorized and directed to execute and deliver such documents as are necessary to consummate the sale and closing of the Bonds, and to take such actions or refrain from such actions as are necessary for the issuance of the Bonds and all such actions or inactions taken by the aforesaid Township Officials heretofore are hereby ratified and confirmed.

Section 19. This resolution shall take effect immediately.

By Order of the Township Committee,

Tim Mathews, Mayor

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Motion by Mr. Miller and seconded by Mr. Wang-Iverson to approve the resolution.

Mayor Mathews asked if there were eleven individual bonds being sold as outlined in the resolution. Mr. Cantalupo explained that the maturity schedule in the resolution is consistent with what the financial planner, Sherry Tracey, talked about at the last meeting. There is an individual series bond made up of the existing bonds, and a principal payment is due with interest on the full amount on whatever matures in a given year. He said that these were wrapped around existing debt with not much change, and after year four, if the Township needs additional debt, there is a drop off. Mayor Mathews asked if there was a sale of 11 bonds, and Mr. Cantalupo explained that there is a bid on one amount with coupons provided for each maturity. The purchaser may sell the bonds in pieces at \$5,000 or another increment. Each bond with a maturity is sold by coupon. The purchaser sells the pieces in a secondary market "broken up or in a big chunk" – the bond counsel does not see how this is done. Deputy Mayor Wolfe concurred that the bonds are sold in full and get pieced out. He also commented on the drop off in payments after four years.

Mayor Mathews asked about the 3% cap on premium. Mr. Cantalupo said that premiums are limited because premiums over 10% have to be amortized for the purchaser and can be a taxable event. Mr. Cantalupo mentioned using the 3% premium as an amount that the market would respond to. Mr. Cantalupo explained that in New Jersey there are true and/or net interest costs. True costs give a better result, and if net, there is only a \$1,000 premium. Mr. Cantalupo also said that these are based on the recommendation of the financial advisor to proceed without a tax trigger issue.

There was a roll call vote on the motion on the floor to approve the bond resolution: Mr. Wang-Iverson, yes, Mr. Wolfe, yes; Mr. Ostrander, yes; Mr. Mathews, yes. The resolution was carried unanimously.

Mr. Cantalupo said that they would be going out on March 8, and a notice will be put in the newspaper on March 1. There is a prospectus, which he handed a copy of to the Mayor, and will provide one to the governing body. The prospectus was prepared by the financial advisors and reviewed by Mr. Cantalupo, and it provides information about the municipality. Bond Counsel will go to market electronically on March 8 with a closing on March 27.

Ms. Pasqua explained that she may not be here on March 27 but may be available at home to respond to emails. Mr. Cantalupo said that as long as someone could confirm that a wire came in and contacts the bank branch manager about this, that was all that was required.

Mayor Mathews asked about logistics in having him sign the papers as Mayor. Mr. Cantalupo spoke about the sale on March 8 and closing on March 27, saying that possibly around March 15 his firm will use Fed Ex to deliver papers to the municipality with tags for the Mayor, CFO, and Attorney to sign.

On a question from Deputy Mayor Wolfe, Mr. Cantalupo said that interest rates will be set on March 8. Deputy Mayor Wolfe commented on speaking with Mr. Cantalupo about expediting the process because of the expectation of interest rate changes.

Ms. Pasqua said that there was a conference call today about the Township’s rating, and the firm will call on Monday with the rating.

Mr. Cantalupo was thanked for his attendance at tonight’s meeting.

CFO/TREASURER RESOLUTIONS

On a question from Mayor Mathews, Ms. Pasqua explained that municipalities set a temporary budget of up to 26.25 percent of their prior year’s budget and can amend their temporary budget in increments if their funds run short. She expected that there would be another temporary budget amendment at the March 8 meeting. On another question from the Mayor, Ms. Pasqua said that this funding is in line with the proposed 2018 budget and is accounted for in the regular budget once it is adopted.

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RESOLUTION #38-18

February 22, 2018

RESOLUTION TO ADOPT TEMPORARY EMERGENCY APPROPRIATIONS #1

WHEREAS, N.J.S.A. 40A: 4-20 provides that an addition to temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the Governing Body may, by resolution adopted by 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purpose for which the appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year.

WHEREAS, the total emergency temporary resolutions adopted in the year 2018 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A: 4-20) including this resolution total \$164,969.00

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Township of East Amwell, that in accordance with the provisions of N.J.S.A. 40A: 4-20, the Chief Financial Officer be authorized to make the following emergency temporary budget appropriations in the 2018 current fund temporary budget and that said amounts be included under the correct headings in the municipal budget as adopted.

BE IT FURTHER RESOLVED that one certified copy of this resolution be filed with the Director of the Division of Local Government Services and one certified copy with the Chief Financial Officer

	Salaries & Wages	Other Expenses
General Administration	\$1,000.00	
Financial Administration	\$5,000.00	\$ 2,000.00
Revenue Administration	\$ 2,000.00	\$ 2,000.00
Municipal Clerk	\$ 3,000.00	\$ 3,000.00
Agricultural Advisory		\$ 200.00
Affordable Housing Agency	\$ 500.00	
Liability/Auto/Accident Insurance		\$ 4,718.00
Public Officials Surety Bond		\$ 14,892.00
Workers Comp Insurance		\$ 4,659.00
Employees Group Insurance		\$20,000.00

Police Shared Services		\$ 7,000.00
Municipal Prosecutor	\$ 1,000.00	
Street & Road Maintenance	\$50,000.00	\$15,000.00
Buildings & Grounds		\$ 6,000.00
Vehicle Maintenance		\$ 3,000.00
Recreation Services & Programs		\$ 1,000.00
Electricity		\$ 2,000.00
Street Lighting		\$ 2,000.00
Telephone		\$ 2,000.00
Heating Oil/Gas		\$ 2,000.00
Gasoline & Diesel		\$ 2,000.00
Social Security/Medicare		\$ 5,000.00
Municipal Court	\$ 4,000.00	

By Order of the Township Committee,

Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Wang-Iverson, and carried unanimously to approve the resolution.

Ms. Pasqua said that the explanation about the temporary budget also applies to this resolution for temporary debt.

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RESOLUTION #39-18

Resolution

Temporary Emergency Appropriation Resolution for Permanent Debt

Provision under the NJSA 40A:4-19 to appropriate the Temporary Amount of \$36,425.09 to 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

Note Principal	\$ 6,425.09
Note Interest	\$ 30,000.00
TOTAL DEBT SERVICE	\$36,425.09

By Order of the Township Committee,

Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Mr. Wang-Iverson, and carried unanimously to approve the resolution.

APPOINTMENT OF PERS SUPERVISOR

Ms. Pasqua said that the auditors picked this up, and since the Township Administrator left in April last year, there is no one in this position. The intent is to have two people certify enrollments in the state pension system. Mayor Mathews asked whom Ms. Pasqua would recommend, and she said either the Clerk or the Assistant Treasurer. Mayor Mathews said that Charlene Santo, Assistant Treasurer, would be appointed to this position.

BUDGET UPDATE

Ms. Pasqua provided an updated budget packet for the governing body with a summary page on the cover. The overall budget increase was \$43,500 with the cover showing highlights of changes made at the last meeting. She explained that the main increase was the bond issuance with up front costs. She added that over the next couple of years, the bond payment will be flat and the BAN payment will be gone and the budget will go down. Ms. Pasqua said unfortunately, the closing expenses had to be paid this year.

Ms. Pasqua said that after the Annual Financial Statement was completed, there was \$806,000 in surplus, which was more than she had anticipated. She used \$105,000 for the budget, i.e., \$45,000 for the budget and \$60,000 for the DPW truck so there would be no tax impact. With the changes/cuts, there was a reduction of \$60,700 in the amount to be raised by taxes and would leave the Township with a .204 tax rate.

Ms. Pasqua said that there are still issues with the State's on line budget system, FAST, and she's been in phone contact with the State. Ms. Pasqua is unable to print a paper copy of the budget, and the FAST system will not be operating correctly for introduction of the budget on March 8. Ms. Pasqua is concerned that the State will eventually say to provide budgets in paper form, but Ms. Pasqua does not want to do both. She explained that eventually, the system will be beneficial since municipalities will be able to tie in their Annual Debt Statements and Annual Financial Statements into this system with all figures tied together, perhaps 3 – 4 years down the line, without problem.

Deputy Mayor Wolfe asked if the State tested the program before roll out; Ms. Pasqua said no, and there were a lot of bugs, including picking up calculations in different cells than it should. Ms. Pasqua anticipated that once the budget is printed from the FAST system, more errors would be discovered. Ms. Pasqua postponed some personal matters until the end of March under the assumption that the budget was going to be introduced on March 8.

Mayor Mathews thought that the budget sheets provided this evening were very close. Ms. Pasqua asked the Township Committee to review what was provided and notify her if they had questions. She added that she is waiting for State figures, which usually come during the first week of March, which she will drop into the budget and adjust. She added that the State had requirements for dates to adopt the budget, but with the FAST issues, the dates are unclear.

The Clerk reminded the governing body that they made a suggestion to have the seniors come to the March meeting, and she asked if they still wanted a presentation. Mayor Mathews said that they were suggesting that any group that was advocating for their case should attend.

The Clerk also noted that at the last meeting the governing body agreed that the rates for summer playground should be increased along with the salaries for the directors, but no figures were provided. The cost for playground now is \$50 for pre-registration and \$60 after a certain date. Directors are paid \$245 a week and \$295 for the Supervising Director, and they have not received the annual 2% increase in at least 4 or 5 years.

Some discussion took place, with the following highlights: Mayor Mathews suggested \$100 for the fee, but Mayor Wolfe thought that a doubled fee would discourage attendance; he suggested \$75 and \$80 for late registration. Mr. Wang-Iverson agreed with the proposed \$75 and \$80 fees. Ms. Pasqua explained that the Township budgets \$2,000 for the program (salary and operating),

and the remainder of the funds come from fees for a total budget of \$3,200-\$3,500 per year. Some calculations were made about money coming in, increase in fees, and the increase to staff, adding that by giving the staff \$600 extra among all of them, it would equate to 11% increase in salary for positions that had not seen an increase in almost 5 years.

There was consensus to change the fees for summer playground to \$75 for preregistration and \$80 after the preregistration date, and bump up the directors' salary by \$600 to \$5800 and spread it proportionally across the five directors based on their current salary.

Ms. Pasqua again said that the budget was done except for minor adjustments unless the governing body had any changes. Mayor Mathews suggested that the members, as liaisons, check with departments to make sure nothing was missing and have another discussion with Ms. Pasqua.

Deputy Mayor Wolfe asked how much was put into the webpage committee account, saying that there have been technical discussions about the webpage with Alison Castellano and another resident, and the existing webpage cannot roll into a new one without a rebuild at a cost of \$3,000. Ms. Castellano is looking into other ways to do it at a lesser cost and will have this sorted out. Ms. Pasqua said that there was a line entitled meetings and dues with \$4,900 assessed to the administrator, and she could take \$2,000 from there and call it webpage expenses. Deputy Mayor Wolfe said that \$1,500 would be a good figure with the hope that the cost would be less than that. Deputy Mayor Wolfe said that the webpage upgrade would be painful, but residents will be happier with a more user-friendly and helpful site.

Mayor Mathews said that he had a discussion with a representative from NIXLE, the emergency notification system, and there would be a cost of \$3,000 annually for the Township. The Mayor explained that the Township had used a free version of NIXLE in the past, but there are costs involved now. The \$3,000 cost is negotiable, and the program has a lot of options, including geo-coding specific areas, types of notifications, self-subscription, ability to put in street addresses for specific messages, color-coding of messages for importance, etc. Mayor Mathews agreed to send the information along to the governing body for review.

Deputy Mayor Wolfe said that there would be ability on the webpage to text and get information out.

Mayor Mathews said that he was very impressed with the upgraded system and its capability. He added that there is a line item in the OEM budget that has been there for years and never used; he suggested that the line item could be used if the Township was interested in this program.

Ms. Pasqua left the meeting at this time.

SPECIAL DISCUSSIONS - None

STANDING COMMITTEE REPORTS - None

APPROVAL OF MINUTES – None

OPEN TO THE PUBLIC (for Comments from the Public for Items Not on the Agenda)
There were no members of the public in attendance.

CONSENT AGENDA ITEMS - None

INTRODUCTION OF ORDINANCES/PUBLIC HEARINGS – None

SPECIAL COMMITTEE REPORTS - None

UNFINISHED BUSINESS

POSTING OF MUNICIPAL COURT AND VIOLATIONS CLERK POSITIONS

Mr. Wang-Iverson reported that he met with Municipal Court Administrator Hooven on February 13. Delaware Township Court Liaisons Charlie Herman and Susan Lockwood were also present. They agreed on the salary range and the posting of the Court Administrator position until March 9 and the Violations Clerk position until March 30. The Violations Clerk position was posted in the event that the current Deputy Court Administrator applies for the Court Clerk position. If this employee moves up, the intent is to appoint a Violations Clerk at a lower cost. The current Deputy Court Administrator’s salary is between \$15 – 20 an hour. Once the application deadline ends for the Administrator, Ms. Hooven will review the applicants, notify the court liaisons to schedule interviews, and then the AOC will interview.

Mr. Wang-Iverson also said that the Court Administrator strongly recommended that the new Administrator be on board for a month before Ms. Hooven leaves for a smooth transition. He added that not only was this a shared court but also a joint court with Franklin Township and Stockton Borough, with complicated finances and an importance of having the new Administrator up to speed on all the administrative aspects. Deputy Mayor Wolfe asked if this meant a double salary for the month, and Mr. Wang-Iverson said yes, adding that he will check with the Treasurer about expenses.

Mr. Wang-Iverson reminded the governing body that Delaware Township pays one half of the salary for these positions, adding that Franklin and Stockton pay fixed costs to participate in the court.

RECREATION SECRETARY AND RECYCLING COORDINATOR

At this time, Mr. Miller said that they would be appointing to these positions at the March 8 Township Committee meeting, and he said that here, too, there may be some overlap with the current employee in these positions. Mayor Mathews said that he will communicate to Ms. Pasqua about this double expense.

PLANNING BOARD AND ZONING BOARD ADMINISTRATOR

Mayor Mathews said that an interview was scheduled with a candidate, but she retracted her interest in these positions, and other candidates are being reviewed. The Clerk asked about re-advertising the position, including using the League of Municipalities’ website. Deputy Mayor Wolfe said to give it a few days based on conversations with the Planner about doing this as a contractual agreement.

NEW BUSINESS – None

OPEN TO THE PUBLIC There were no members of the public in attendance.

EXECUTIVE SESSION

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RESOLUTION #40-18

WHEREAS, the Open Public Meetings Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, East Amwell Township Committee is of the opinion that circumstances presently exist; and

WHEREAS, the governing body of the Township of East Amwell wishes to discuss contracts (sale of property) and litigation (affordable housing); and

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then minutes can be made public;

NOW, THEREFORE, BE IT RESOLVED that the public be excluded from this meeting.

By Order of the Township Committee,

Tim Mathews, Mayor

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Motion by Mr. Miller, seconded by Deputy Mayor Wolfe, and carried unanimously to approve the resolution.

Executive Session began at 8:12 p.m.

The regular meeting resumed at 8:19 p.m.

ADMINISTRATIVE REPORTS

The bills of the evening were tabled earlier in the meeting until March 8, 2018

CORRESPONDENCE

No comments were made on correspondence.

ADJOURNMENT

There being no further business, motion by Mr. Miller, seconded by Mr. Wang-Iverson, and carried unanimously to adjourn the meeting at 8:19 p.m.

Teresa R. Stahl, RMC/CMC
Municipal Clerk